

# **Bailey's Court Breakfast Club**

## **Terms and Conditions**

1. All fees must be paid at least 2 weeks in advance, by booking your child/children into Breakfast Club via the school's Arbor payment portal. Fees must be paid in advance to secure a place.
2. Due to staffing levels, places in Breakfast Club are limited. If demand exceeds the number of places available, a waiting list will be maintained.
3. A completed registration form must be submitted before a child can be accepted into the club.
4. Parents must ensure that the school is notified in writing of any changes to the registration form as soon as they occur (in particular emergency contact details).
5. Although a wide variety of activities will be on offer, we will not make a child take part in any activity that they do not wish to do. We will encourage them to take part; however we will not make any activity compulsory. The emphasis will be on choice and enjoyment.
6. All children be signed in between open hours of 7.45 am and closing of 8.50am to avoid necessary disruption to the session/breakfast. If your child arrives after 8.30am when breakfast has been packed away then breakfast will not be available. .
7. Breakfast Club Leaders reserve the right to exclude any child from the Club whose behaviour is disruptive and prevents them from providing a safe, stimulating and happy environment for other children. This option will only be used in extreme circumstances and as a last resort after extensive consultation with parents/carers and the child concerned.
8. Breakfast Club has a duty of care for the welfare of the child/children and maintains links with the school, under the Child Protection Officer through Parent Link, Rachel Tovey and SENCO.
9. Media permission, the permission given in the school consent form regarding photographs, videos etc will be adhered to.
10. The Breakfast Club is an additional service offered separately to the school day. It is open to all pupils, however, if additional care is required for individual children, then the school would need to discuss this in advance in order to make appropriate arrangements where possible.
11. The Breakfast Club will run only if there are an adequate number interested in attending the club. Bailey's Court Primary School reserves the right to cease the Breakfast Club and will provide one terms notice of their intent.