



# **Breakfast Club Policy**

Presented to Governors 2024

To be reviewed as appropriate

## **Aims**

- To offer a safe, secure and friendly environment in which children can enjoy a healthy nutritious breakfast under the supervision of qualified staff.
- In accordance with the school's healthy eating ethos to provide a nutritious breakfast served in a relaxed and supervised environment.
- To enhance the community spirit embraced by Jarrow Cross CE Primary School and contribute towards the extended school role.

## **Opening Times**

The Breakfast Club will open term time only on:

Every morning Monday to Friday From:

7.30am - 8:45 a.m. (Breakfast served from 8 - 8:30am)

Breakfast comprising of cereal, toast, juice or milk will be provided and activities for the children once they have eaten their breakfast. Older children will be escorted to the playground and younger children taken straight to their classrooms at the end of each session.

## **Staff**

Key members of staff

- Miss Bonner
- Mrs Slater
- Mrs Keerie

All staff are DBS checked and have had appropriate training.

The ratio of staff to children is in line with Government recommendations. The senior members of staff will keep a list of all members of the breakfast club and a register of attendance will be taken daily.

## **Fees and Payment**

Breakfast club is offered to pupils of Jarrow Cross CE Primary School during term time only. The cost is £3.00 per child per session. No commitment is required and payment should be made either in advance or on the day in cash or via Parentpay.

### **Policies and Procedures**

School Policies relevant to the Breakfast Club include Equal Opportunities, Health and Safety, Healthy School Policy and Behaviour Policy.

#### **Parental/Pupil Feedback:**

The school value parental and pupil opinions and will welcome feedback on how the club is run.

#### **Complaints procedure:**

In line with school policy please inform Mrs McBeth of any concerns, in the first instance.

#### **Guidelines for Children, written specifically for the pupils attending:**

We need to have rules at Breakfast Club to keep everyone safe, healthy and happy.

You will be expected to follow these rules

- Follow adult instructions at once
- Be polite to everyone
- Respect other people's property
- Keep our hands and feet to ourselves
- Behave in a calm and quiet manner
- Do not leave the Breakfast Club room unless an adult gives you permission.
- If you are not happy or if you have a problem, please tell an adult who will be happy to help you.
- If you have difficulty following these rules then you may be asked to leave the club.

### **Guidelines for Parents/Carers**

Please pay club fees promptly. If you have a problem paying the fees or your circumstances change, please talk to Mrs McBeth. If you accrue a debt of £50 or more we are unable to provide breakfast club provision until it has been paid.

All matters will be dealt with as quickly as possible and with discretion. In the unlikely event of us having difficulty with your child's behaviour we will contact you. If your child does not follow the rules of the club, then after consultation with you and due warning, the child's place will be forfeited. If you wish your child to attend Breakfast club, just arrive at the Breakfast Club door from 8am and knock on the door. A member of staff will open the door and see the children in. No need to book but payment must be made on the day.