



**Seal**

*Church of England  
Primary School*

# **Seal CE Primary School**

Part of the  
**INSPIRE FEDERATION**

## **Breakfast Club Handbook**





## BREAKFAST CLUB

The Breakfast Club is available to children who are registered at Seal Church of England Primary School from Reception to year 6.

### Aims

- Provide high quality service which meets the needs of both parents/carers and children.
- Provide consistent service in an environment that is secure, supportive and encouraging where parents/carers feel confident to leave their children.
- Provide an opportunity to engage in activities, to relax and to have fun.
- To provide a nutritious start to the day and encourage children to make healthier choices about food.



### Admissions

Places are booked through the MCAS App and we require that these are booked at least 3 days in advance. There is a limit of 40 places (allocated on a first booked first served basis).

### Staffing

There are 3 members of staff on duty at all times during the Breakfast Club session. Each session will run from 7:30am to 8:45am when the children will be taken to their classes.

### Location

School hall – which is accessed through the main reception door at the front of the school.

## **We offer:**

### **A healthy and nutritious breakfast:**

- Toast, crumpets, croissants low sugar breakfast cereals, porridge.
- A choice of fruit
- Semi-skimmed milk or low fat yoghurt
- A choice of drinks; water, fruit juice and semi-skimmed milk.

### **Quiet indoor games and activities.**

We offer a variety of activities in the morning from the reading corner to activities such as jigsaws, puzzles, lego and crafts.

### **Fees**

£5 per child per session to be paid via the MCAS App at least 3 days in advance.

If you have any questions, please speak with the breakfast club team or email the office on [office@inspirefederation.co.uk](mailto:office@inspirefederation.co.uk).

### **Behaviour (children)**

The breakfast club, at Seal Primary school, promotes an atmosphere of care, consideration and respect for everyone attending.

We ensure appropriate behaviour through praise, emphasis on co-operative play and sharing, engaging activities and through talking to the children with courtesy and respect.

The club follows the school's behaviour policy and any unacceptable behaviour will be dealt with, reported to the class teacher and may, in exceptional circumstances, result in a child being removed from the breakfast club.

### **Behaviour (adults)**

We will not tolerate from any person, whether a parent, carer or visitor: bullying; aggressive, confrontational or threatening behaviour; or behaviour intended to result in conflict. Our club is a place for safety and security for the children who attend and the staff who work there. The school reserves the right to ban anyone exhibiting inappropriate behaviour from our premises.

If you have any questions please contact the breakfast club manager Kim Popperwell ([kpopperwell@inspirefederation.co.uk](mailto:kpopperwell@inspirefederation.co.uk)).

## Breakfast Club Booking Request Form for New Starters

Please use this form to let us know if you would like to use our Breakfast Club during the first half term your child is at the school. For future terms you will be able to book online through your MCAS app.

<b>Child's name</b>				
<b>Date of Birth</b>				
<b>Class</b>				
<b>Name of parent/Carer</b>				
<b>Sessions to be attended</b>				
<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<p style="text-align: center;"><b>Consent</b></p> <p>I agree to pay £5 per session and understand that there are no refunds if I cancel with less than 24 hours' notice.</p> <p>I consent to my child receiving medical treatment in an emergency.</p> <p>I agree that my child will adhere to the school rules.</p> <p>I understand that the after school club cannot accept responsibility for my child's possessions or valuables whilst he/she is attending the club.</p> <p>It is my responsibility to keep staff at the club updated of any changes to information supplied on the Registration form.</p>				
<b>Parent/ Carer's Full name</b>				
<b>Signature</b>				
<b>Date</b>				
<b>Dietary Requirements</b>				

