

Brunshaw Primary School

Burnley



*'Inspiring children to be resilient and aspirational learners,
within a positive and considerate community.'*

Breakfast Club Policy

September 2024

Agreed by Governors: September 2024

Brunshaw Primary School Breakfast Club is open to all children who attend the primary school.

Aims

To provide care for children within the school community that meets the needs of parents/carers.

To provide a happy, welcoming, safe and secure place where all children are valued.

To provide a range of structured play activities to engage and stimulate the children.

Organisation and Fees

Breakfast Club has 2 sessions available Monday to Friday, and is available for children from Reception to Year 6.

7.30am Start daily charge **£3.50**

8.00am Start daily charge **£2.50**

All fees are payable in advance. Payment is to be made via the cashless system (ParentPay).

Parents drop their children at the hall doors on the staff car park and sign pupils in. Those pupils who walk to school independently must have permission in writing by a parent/carer.

Behaviour

The Positive Relationships and Behaviour Policy will be followed to ensure consistency for the children at Breakfast Club. We expect good behaviour and respect for others.

First Aid

After School Care has access to first aid and members of staff hold a current Paediatric First Aid Certificate. All accidents will be recorded in the accident book and reported to the parents/carers. In the event of a child falling ill or having an accident, normal school policy and procedures will be followed and parents will be contacted as soon as possible

Safeguarding

All staff are trained in Child Protection procedures and follow the recording and reporting procedures identified in the Brunshaw Primary School Safeguarding Policy.

Booking

It is essential that pupils are booked into Breakfast Club in advance on Parentpay.

Cancellation

The only circumstances under which a booking may be canceled are school closures resulting from adverse weather conditions or issues with the school building, such as lack of heating or water supply. In the event of a closure, a member of staff will notify parents as soon as possible. Updates regarding closures due to adverse weather will be communicated through DOJO. Bookings will be transferred or refunds processed where requested.

Refunds

When a child is reported absent in the morning or is sent home sick during the day of a booking, their club place will be automatically transferred to another date, and fees will be adjusted accordingly. **No other cancellations will be accepted on the day.**

Please note that the school does not offer refunds if your child fails to attend a pre-booked session for any other reason.

Equal Opportunities

We are committed to taking positive and proactive steps to ensure that we provide a safe, caring and welcoming environment, which promotes and reflects cultural and social diversity and is equally accessible to all. We adhere to the school's Equal Opportunities policy.

Complaints

All complaints will follow the school's Complaints Policy which can be found on the school website.