



Breakfast Club Booking Form.

PUPIL DETAILS

Name:		DoB:	
Address:		Telephone Number:	
Class:		Year Group:	

BOOKING DETAILS

I would like a full time place Monday to Friday for my child.		I would like to use the Breakfast Club on an ad-hoc basis and will inform the school in advance when required.			
I would like a regular part time place on the following days:	Monday	Tuesday	Wednesday	Thursday	Friday

MEDICAL AND DIETARY INFORMATION

Does your child have any known medical conditions? Please specify.		Please provide details of any medication that your child takes:	
Does your child have any specific dietary needs, e.g. vegetarian?		Does your child have any allergies?	

EMERGENCY CONTACT 1

EMERGENCY CONTACT 2

Name:		
Telephone Number:		
Relationship to the child:		
Please note that in the event of an emergency or illness the emergency name noted as 'Contact 1' will be our first point of contact.		

BREAKFAST CLUB TERMS AND CONDITIONS

I confirm that I have received, read and understood Eversholt Lower school's Terms and Conditions for Breakfast Club.	Signed:	
	Date:	



Breakfast Club Terms and Conditions

Breakfast Club is open to children attending Eversholt Lower School from Nursery to Year 4 and is run by qualified staff from the school.

The club runs from 7.45am until 8.45am, beginning of the school day, Monday to Friday, term-time only.

The club provides a breakfast of cereal, toast and a drink. This will be available until at 8.15am. Any child arriving after this time cannot be guaranteed a breakfast.

At 8.45am children in Key Stage 1 and 2 will go out into the playground and children in Nursery and Reception will be taken to their classroom where their teacher or teaching assistant will receive them.

Children must not bring their own toys, electronic devices, games or any items of value into Breakfast club. We are unable to accept responsibility for such items.

It is the responsibility of the parent/carer to ensure that Breakfast Club staff are informed of any changes to contact, medical or dietary details.

Breakfast Club will not accept any children who are unwell. If a child becomes unwell during the club, the school will contact the listed emergency contacts as soon as possible.

The school will ensure that staff have had the necessary training to handle any emergencies.

Booking

Bookings must be made on the school booking form available from the school office at the least 48 hours in advance. There may be exceptions in certain circumstances.

If your child will not be attending a session that they are registered for please inform the school office or Breakfast Club staff giving as much notice as possible.

Places are capped at 15 children. We will run a waiting list if our numbers exceed this.

Payments

The charge for each session is £4.00 per child. Payments must be made in advance.

Children in receipt of Pupil Premium may be entitled to a reduction in cost and are advised to approach the School Office for details.

Dietary Needs and Medical Conditions

It is the parent/carers responsibility to disclose any special dietary needs or medical conditions on the booking form and inform immediately if there are any changes.

Withdrawing an Offer of a Place

Breakfast Club follows the School's behaviour policy to ensure consistency for children at the club.

The Headteacher reserves the right to withdraw an offer of a place in the following circumstances:

- Unacceptable behaviour resulting in distress or disruption to children or adults running the club.
- Where payment is not made and arrears are accumulating, the Headteacher reserves the right to cancel the booking with immediate effect.