



WEETON PRIMARY SCHOOL

Breakfast/After School Club Home-School Agreement

Please ensure that this is read and agreed to before registering your child.



Arrivals and Departures:

Before School Club:

- ✓ Please ensure that your child is booked in to Breakfast Club, via Parent Pay, by midnight on the Thursday prior to the days in which you wish your child to attend the following week/s.
- ✓ Breakfast Club is open from 7.45am. Your child remains **under your care** until then.
- ✓ Please bring your child to the Breakfast Club door where you and your child will be let in by a member of staff.
- ✓ Any child attending Breakfast Club **must** be signed in.

After School Club:

- ✓ Please ensure that your child is booked in to After School Club, via Parent Pay, by midnight on the Thursday prior to the days in which you wish your child to attend the following week/s.
- ✓ It is the responsibility of the parent/carer to inform their child if they are attending the After School Club.
- ✓ Children attending the After School Club who are in EYFS/KS1 will be taken over to After School Club by a member of staff. Children attending the After School Club who are in in KS2 may make their own way.
- ✓ Children can **only** be collected from the After School Club by the parent/carer or other authorised person as indicated on the registration form.
- ✓ Your child must be collected **no later** than 5.30pm. A charge of £10 will be incurred if your child is not collected by this time.
- ✓ A member of the After School Club staff **must** be informed before a child is taken and all children **must** be signed out.



Payment:

- ✓ The cost of a Breakfast Club session is **£4.00**.
- ✓ The cost of an After School Club session is **£7.00**.
- ✓ If your child is booked in to either of the clubs, you will be charged for the session unless your child is absent from school that day. This will enable the place to be offered to others who may need it.
- ✓ If your child attends an extra-curricular club e.g. netball/football and then goes on to the After School Club, you will be **charged in full** for that session.



General Information for Parents:

- ✓ Children should not bring any money to the club.
- ✓ Breakfast and After School Club accepts no liability for the loss or damage to personal belongings (e.g. toys/games etc).
- ✓ In the event of an emergency, parents/carers will be notified and should collect their child/children immediately.
- ✓ If your child is required to take any prescribed medication, **written consent must be provided** before staff will administer.
- ✓ A first Aid trained member of staff is always available at each session to deal with minor accidents/incidents. Details will be recorded in an Accident Book and the parent/carer must verify this.
- ✓ Any incident/accident of a more serious nature will be referred to hospital for treatment and parents/carers will be contacted immediately.



Behaviour Policy:

Although both the Breakfast and After School Club's aims are to offer a relaxed and fun atmosphere, we do have **clear rules** and expectations in place to ensure that the sessions are enjoyable and safe for all.

- ✓ If a child is being disruptive or badly behaved, a member of staff may discipline the child by either speaking to them firmly or asking them to move to a quiet area. **This will then be passed on to the Head/Deputy who will issue a verbal or written warning, dependent upon the nature of the incident. This is regarded as a first warning.**
- ✓ Should the child continue to be behave innappropriately, a **second warning** will be given and the parent/carer informed. **This will be passed on to the Head/Deputy who will issue a verbal or written warning, dependent upon the nature/timing of the incident. This is regarded as a second warning.**
- ✓ If the behaviours continue with no sign of improvement being evident, then the child will receive a **third warning**. It is then at the descretion of the Head/Deputy as to whether the child will be suspended from attending the club.

I have read and agreed to the above Breakfast/After School Club Home-School agreement and wish my child to attend.

Name of child: _____

Print/ Sign (parent/carer): _____ Date: _____