DENBY FREE EARLY BIRDS BREAKFAST CLUB

Breakfast Club Registration form

This form must be completed before a child can attend the breakfast club for Health and Safety and Safeguarding purposes.
Children will not be admitted if this form has not been returned.

Information for Parents/Carers

Breakfast club schedule

Breakfast club runs from 7.30am to the start of the school day. Your child will be taken to their class for the start of the day.

Breakfast is served from 7.30am to 8.30am. A healthy breakfast and drink will be on offer for your child.

Behaviour

All children who attend are expected to follow the Breakfast club rules and schools Behaviour policy. Continuous breach of these will result in your child's registration being cancelled.

Charges/Payments

Each breakfast club session is priced at £6.50 per child. Parent/carers will be charged for a whole breakfast club session regardless of what time their child is dropped off and whether or not they have breakfast.

Payments need to be made via your child's ParentPay account in advance of the session. Breakfast club charges must be cleared on a weekly basis or future sessions will not be booked.

Policies

Policies linked to Breakfast club (copies can be found on the Denby Free school website and are available on request from the school office)

- Charging and Remissions
- Separated parents
- Complaints procedure
- School Handbook
- Behaviour Policy
- Administration of Medicines

Breakfast club closure

In the event of unforeseen circumstances, we will contact you at our earliest opportunity to inform you that the club will not operate on that day.

Childs Full Name	
Date of Birth	
Class	
Name and phone number of Parent/Carer (1)	Name: Number:
Name and phone number of Parent/Carer (2)	Name: Number:
Emergency contact details should parent/carer be unavailable during breakfast club session	Name: Number: Relationship to child:
Doctors Surgery Name and Phone Number	
Medical information e.g. allergies, dietary requirements.	

Consents

I/we give permission for first aid to be administered to the child named on this agreement.

I/we give permission for my child's photo to be taken during Breakfast club and used within school.

I/we agree that my child will adhere to the Breakfast club rules and school behaviour policy to ensure registration remains in place.

I/we understand that the Breakfast club cannot accept responsibility for my child's possessions or valuables whilst he/she is attending the club.

I/we understand it is our responsibility to keep the staff at Breakfast club updated of any changes to the information supplied on the registration form.

I/we will keep the Breakfast club leader informed of any changes that may affect our child's wellbeing.

Parent/carers full name (s)

Signature (s)* Date

*We require signatures from both parents/carers where applicable.

Booking Pattern

Please insert a ✓ next to the relevant pattern and schedule below

Regular Booking				
Please indicate which days your child will attend the breakfast club				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**

Flexible Booking - Sessions required alter each week. Sessions need to be booked by 1pm, at the latest, the day before the morning session is required. **No guarantee of spaces available.**	

As and when needed basis - Sessions required on an occasional basis. Sessions need to be booked by 1pm, at the latest, the day before the morning session is required. **No guarantee of spaces available.**	

Charges will apply in the event of an absence for **all** booked sessions.