

Townlands C of E Primary Academy

Meadow Court Road, Earl Shilton, Leicestershire, LE9 7FF

Tel: 01455 843859 Fax: 01455 840126

Email: office@townlands.leics.sch.uk



NURTURING CHILDREN TO ACHIEVE THEIR FULL POTENTIAL IN A CARING, CHRISTIAN COMMUNITY



How we work: We are managed by the school and staffed by school staff members. We are able to take children from ages 4-11.

Opening times: We are open every weekday during term time, excluding Inset days, from 8.00 - 8.50am. Your child(ren) can be dropped off at any time between these times, however breakfast will be served at 8.15 am. Children can enter Breakfast Club through the porta cabin. Please could all parents/carers ensure that they sign their child into the Breakfast club.

Cost: Breakfast Club cost includes unlimited breakfast and activities. The cost does not change depending on the time you arrive. Payment can be paid weekly, monthly or termly but must be paid prior to the start of the week. Please do not send cash through the post. We do not offer credit. We reserve the right to refuse further bookings if the full fee is not paid. If you have payment issues please speak to the school office as we may be able to help.

Bookings: We send out booking forms once every half term (though you can still book on an ad hoc basis) for a specific date. If you wish to cancel your booking it is vital that you let us know at least 24hours in advance.

Child Information Sheets: Please fill in these forms with as much detail as possible. There is an emergency consent form, food allergy form and photography consent form. Each form should explain what it is for but please speak to us if you have any questions.

General:

- Please enter Breakfast Club through the porta cabin. Ring the bell at the gate and we will let you in.
- We have some general terms and conditions that you must read and then sign the Contract of Agreement to say that you agree to adhere to them.

Headteacher Mrs. M. Ward. BA Hons, QTS, NPQH.

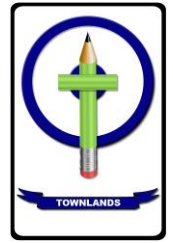


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- It would be really useful if you could supply us with some extra information about your child that you think may be of relevance to us, for example SEN, behaviour issues, interests, food preferences etc. This will help us to accommodate their needs where possible.
- We are always open to new ideas, suggestions or thoughts regarding Breakfast Club as we do appreciate your feedback. Likewise if you have any problems or questions to do with Breakfast Club, please do come and speak to us.
- We offer a range of activities, mainly quiet ones such as computers, construction toys, small world toys and outside. This is because it's early and we aim to let the children go to school in a calm manner!
- We offer unlimited breakfast such as toast, cereal, fruit, various spreads and drinks. This does change and is flexible as the needs and preferences of our children change too!

Aims of Breakfast Club

We provide good quality childcare for the children of Townlands C of E Primary Academy aged between 4 and 11. We have experienced and enthusiastic staff. We aim to provide a nutritious and filling breakfast which will prepare your child for the school day. We are committed to providing equal opportunities for play and participation and we will ensure that your child(ren) have a safe and happy time at Breakfast Club.

Children and parents are encouraged to give their feedback to the services we provide which enables us to sustain and strive for the quality we aim for. We listen to the needs and preferences of the children and parents and try where possible to meet those needs for example particular foods or spreads. We encourage the children to use Breakfast Club as a social opportunity and at the same time to learn about the benefits of healthy eating. We all sit around the breakfast until we have finished eating, then quiet play or activities are chosen games or outside is made use of in better weather.

We provide unlimited food and we encourage all children to eat and drink something. We provide healthy food such as cereals and toast and various spreads. Again we rely on the feedback of the children to establish their preferences as they do change!

Contact Details: Mrs Maggie Hall & Mrs Mandy Bromley

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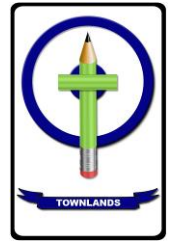


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Regular Booking Form

Child's Name _____ Class _____

Please place a tick in the box which corresponds with the regular days your child will be attending Breakfast Club. Once you have signed and returned this form you will be notified of your child's place and monthly invoices will be sent (2 weeks in advance). Late payments are subject to a £5 admin fee, and your place may be withdrawn.

Date	
Daily Rate	£3.50
Weekly Rate	£17.50
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

A 10% discount is offered to families with more than one child.

I wish this to be my regular booking from _____ (date)

I agree to pay monthly in advance via ParentPay

Signed _____ Date _____

Print name _____

Email address _____ ****REQUIRED****

(Email address for invoices to be sent) **PLEASE PRINT IN BLOCK CAPITALS**

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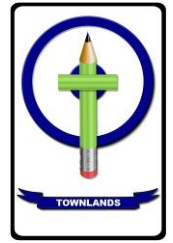


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Breakfast Club Parental Contract

Contact & Medical Details

Child's Name _____ Date of Birth _____

Address _____

Any known allergies/ medical conditions _____

Emergency Contact Names & Numbers:

Number/s _____ Name _____

Number/s _____ Name _____

Number/s _____ Name & Telephone of family Doctor

I/ we _____ give permission for my child to receive emergency treatment if necessary whilst in the care of Townlands Primary Breakfast Club. I understand that the staff will try to contact me prior to this action if possible.

Signed _____ Parent/ Guardian

Fees

I/ we understand that all booking must be made in advance of the booking. Places will only be guaranteed after payment and booking form have been received. Places will be booked on first come first served basis.

Policies

The Breakfast Club Policies are available for any parent to peruse on request. I agree to adhere to the Townlands Primary Breakfast Club Parental Contract :

Signed _____ Date _____

Headteacher Mrs. M. Ward. BA Hons, QTS, NPQH.

