

# Early Birds Breakfast Club at St Clement's

## Information Sheet – July 2023

We aim for Breakfast Club to be a comfortable, well-staffed, inclusive and welcoming environment in which the children can prepare for a positive and successful day in school. It will allow children the opportunity to eat a healthy breakfast and engage in both supervised and free choice activities.

The Mission Statement of the school, 'Growing Together in Love and Learning', will also be our overriding ethos.

BOOKINGS AND COMMUNICATION	COSTS AND TIMINGS
<ul style="list-style-type: none"> <li>• Bookings and payments are to be made through Arbor</li> <li>• Absences to be notified directly to BC <i>in addition</i> to the school office.</li> <li>• All communication from Breakfast Club will be sent via Arbor.</li> </ul>	<ul style="list-style-type: none"> <li>• 7.30 – 8.40am in the school hall.</li> <li>• Ratio 1:8</li> <li>• Breakfast cost included, whether taken or not.</li> <li>• Drop off not later than 8am.</li> <li>• <b>£8.00</b> per booked session (Subject to change). Payments are made through Arbor</li> <li>• Fees must be paid in advance via Arbor.</li> <li>• We are able to accept Childcare Vouchers – please notify Miss Maton of your voucher provider if this applies to you.</li> <li>• BC staff will accompany Reception – Year 3 to class. Years 4-6 will make their own way, unless BC staff need to pass on a message.</li> </ul>
FOOD AND DRINK	DROP OFF ARRANGEMENTS
<ul style="list-style-type: none"> <li>• A nutritious breakfast available for children arriving before 8.00am.</li> <li>• Promotion of healthy eating in preparation for the school day.</li> <li>• Toast, cereal, yoghurt and fruit juice.</li> <li>• Variations some day with crumpets, scotch pancakes etc.</li> <li>• Notified allergies will be catered for.</li> </ul>	<ul style="list-style-type: none"> <li>• Front of the school only, via the main pedestrian gate - open shortly before 7.30am – 8.00am.</li> <li>• <b>NO</b> parking or turning available in the staff carpark.</li> <li>• Bring children round to the hall door. (St Clement's Corner)</li> <li>• Children <b>MUST</b> be registered in with a member of BC staff – however rushed you are!</li> <li>• Any medication you would like dispensing during the school day must be handed to BC staff with the correct M1 form completed - it will be passed on to the office but details won't be checked.</li> </ul>
ACTIVITIES	ADDITIONAL INFORMATION
<ul style="list-style-type: none"> <li>• Free choice and supported activities.</li> <li>• Variety of games.</li> <li>• Crafts</li> <li>• Small world</li> <li>• Access to outdoor (weather dependent).</li> </ul>	<ul style="list-style-type: none"> <li>• Miss Maton will respond to queries as soon as possible but will not be available throughout school hours.</li> <li>• Behaviour expectations will be as for the school day.</li> <li>• There will <u>not</u> be facilities or staff to support homework tasks.</li> <li>• Designated Safeguarding Leads are Mrs Chappell, Mrs Roberts and Mrs Kelly.</li> <li>• Please do not expect teachers to be available at BC drop off, unless you have a pre-arranged appointment.</li> </ul>

For more information, please email – [breakfast@stclements.surrey.sch.uk](mailto:breakfast@stclements.surrey.sch.uk)