Aldborough Primary School

BREAKFAST CLUB

Tel: 01263 761264 (09.00 – 15.00)

Welcome to Aldborough Primary Breakfast Club

The key aims of Aldborough Primary Breakfast Club are to provide affordable, sustainable, high quality before school hours childcare for our parents/carers. Children attending the Breakfast Club are provided with a healthy breakfast along with a range of supervised play activities in a safe, supervised and nurturing environment. We highly value this opportunity for our pupils to develop their personal, social, emotional and intellectual capabilities, with pupil voice integrated into the choice of activities.

Admissions

- Only children who attend Aldborough Primary School are eligible to attend.
- All places are subject to availability – pre-booking in advance advised if possible.
- Attendance is recorded in a register that is shared with the school office.

Booking

Aldborough Breakfast Club offers a daily session before school from 8:00 a.m. – 8.45 a.m.:

Within the session each child will be offered a selection of breakfast food items, for example toast, cereal, a drink, followed by a range of activities such as drawing, board games, Lego, reading, etc… Breakfast will only be offered until 8:30 a.m., however children are welcome to arrive after 8:30. Attendance at Breakfast Club is £4.50 for all who attend irrespective of their arrival time.

Breakfast Club is available on an ad-hoc basis, although pre-booking is preferred. To book a session in advance please book via the school office by either calling 01263 761264 or email office@aldborough.norfolk.sch.uk detailing the sessions you would like your child to attend. By booking in advance you are able to guarantee your child's place and activities can be planned with their interests in mind.

If you have made a Breakfast Club booking and your child is going to be absent for any reason, notice must be given or a charge may be due. This is at the discretion of the school.

Payment

Using the Breakfast Club attendance register, charges for sessions will be added to your child's Pupil Asset Payment account. This will be done at the start of the following week, with invoices being available upon request by emailing office@aldborough.norfolk.sch.uk.

Arrival

On arrival children should enter the school premises via the entrance gate on the front playground and enter the school through the external dining room door. Breakfast Club staff will record each child's attendance in the register rather than parents signing them in.

Routines

Breakfast Club staff will ensure that children start the school day promptly by arriving at their classroom by 8.45 a.m.. They will be encouraged to wash their hands/use hand gel at the end of the session when they leave Breakfast Club.

Behaviour

The Aldborough Primary School Behaviour and Keeping Children Safe policies apply to Breakfast Club activities. This is available on the school website and upon request. Breakfast Club staff will always work with children and their parents to resolve issues, promoting and supporting positive behaviour at all times.

First Aid/ Medication

All accidents are recorded in the school accident book and reported to the child's class teacher by 8.55 a.m.. If a child becomes unwell during Breakfast Club then advice will be taken from the Head Teacher/lead adult in the school. Parents/carers will be contacted if necessary.

If medication has been prescribed by a doctor then a 'Medication at School' form needs to be completed by the parent/carer. This can be obtained from the school office. All medication should be in its original container and clearly labelled with the child's name.

Feedback/Concerns

Information about Breakfast Club can be found on the school website. Should parents/carers have any feedback or a concern/query, then please don't hesitate to speak to a member of the Breakfast Club team on drop off. Alternatively, speak to the school office or email office@aldborough.norfolk.sch.uk Staff treat all information received/parental concerns with discretion and confidentiality.