

Breakfast Club

Cost is £3.00 per child per session.

Breakfast Club Service

Breakfast Club run Monday to Friday from 7.30am to the start of school. It will not operate in school holidays or on staff training Days. The choice of breakfast will vary from day to day but will include the following: cereals, toast, fruit, milk or water. A variety of activities supervised by breakfast club staff will be provided to occupy the children until the start of school.

We aim to provide a high quality service which meets the needs of both parents/carers and children. For parents/carers, this means knowing that your child is safe and happy in a club that is reliable and offers a consistent service. Falcons Primary School will ensure that appropriate standards of behaviour, discipline and hygiene are maintained.

Registration

Only children for whom a Registration Form has been completed and whose place has been paid for, may attend Falcons Primary School Breakfast Club. All sessions must be prebooked and paid for termly in advance.

Booking

Places must be booked and paid for in advance via SchoolMoney (www.schoolmoney.co.uk), to allow the correct number of staff to be on duty for the amount of children attending the club.

Payment of Fees and cancellation

- The cost per session is £3.00 per day. Parents will be given one term's notice of any change in fees.
- **No refunds will be given for non-attendance due to sickness or any other absence of for sessions only partly attended.**
- Falcons Primary School requires one weeks written notice if you no longer require a place for your child at Breakfast Club or wish to make any changes to the days attended. Any changes will be subject to agreement by Falcons Primary School Breakfast Club and will be subject to availability.
- Charges will be made for the booked sessions within the notice period whether or not the child attends.
- The payment is non-refundable in the event of non-attendance due to sickness or any other reason or for sessions only partly attended.
- No partial refund will be given if a child attends too late to receive breakfast or does not require breakfast. Breakfast will not be served after 8.20am.
- In the event of school closure, for example due to bad weather, a full refund will be given against the next term's fees.

After School Care

Cost from the autumn term is £3.50 per child per session, £6.00 for two sessions on the same day (3-5pm).

After School Care

After School Provision will run Monday to Friday from 3.00pm to 5.00pm. It will not operate in school holidays or on staff training Days. At 3.05pm children will be registered by the member of staff on duty on arrival. The choice of snack will vary from day to day but will include the following: sandwiches, fresh fruit, milk or water. A variety of activities supervised by staff will be provided to occupy the children until they are collected. We aim to provide a high quality service which meets the needs of both parents/carers and children. For parents/carers, this means knowing that your child is safe and happy in a club that is reliable and offers a consistent service. Falcons Primary School will ensure that appropriate standards of behaviour, discipline and hygiene are maintained.

Registration

Only children for whom a Registration form has been completed and whose place has been paid for, may attend Falcons Primary School. All sessions must be pre-booked and paid for in advance via SchoolMoney(www.schoolmoney.co.uk), to allow the correct number of staff to be on duty for the amount of children attending the club.

Booking

On receipt of the booking form a parent will be contacted if a place is **not** available. Places must be booked and paid for termly in advance to allow the correct number of staff to be on duty for the amount of children attending the club.

Payment of Fees and cancellation

- The cost per session is £3.50 per session, £6.00 for two sessions on the same day (3-5pm). Parents will be given one term's notice of any change in fees.
- **No refunds will be given for non-attendance due to sickness or any other absence or for sessions only partly attended.**
- Falcons Primary School requires one weeks written notice if you no longer require a place for your child at ASC or wish to make any changes to the days attended. Any changes will be subject to agreement by Falcons Primary School ASC and will be subject to availability.
- Charges will be made for the booked sessions within the notice period whether or not the child attends.
- The payment is non-refundable in the event of non-attendance due to sickness or any other reason or for sessions only partly attended.
- No partial refund will be given if a child attends only for a short period of time or does not require a snack.
- In the event of school closure, for example due to bad weather, a full refund will be given against the next terms fees.

General Conditions

- Parents/carers must collect children by 4:00 pm/5:00 pm. A £5.00 late fee will be charged for late pickups on 2 or more occasions per fortnight.
- Special dietary requirements must be notified on the registration form.
- The Afterschool staff will take all reasonable disciplinary or preventative action necessary to safeguard and promote the welfare of each child by following the school policies. Parents may be required to remove the child temporarily or permanently if the conduct of the child is unacceptable and it appears to the supervisor that the continued presence of the child is incompatible with the interests of Falcons Primary School. There will be no refund of fees in these circumstances.