



# Crossways Breakfast Club

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[www.crosswaysschools.co.uk/parents/after-school-breakfast-club/](http://www.crosswaysschools.co.uk/parents/after-school-breakfast-club/)

We are open every weekday during term time (excluding INSET days) from 7.40am until the beginning of school. In the event of a Breakfast Club closure (e.g. due to bad weather), parents will be informed as soon as possible.

Please do not arrive before 7.40am, as staff will be preparing the club and there will be no supervision.

## Aims

We aim to provide:

- A calm and happy atmosphere where your child feels relaxed and safe.
- A nutritious and filling breakfast, which will prepare your child for the school day.
- Fun activities and games to extend learning and encourage positive social skills.
- Opportunities to do homework/Mathletics if wished for by the child.

## Fees



The cost of a session is £4.50 and includes breakfast and all activities. Payment is required in advance by cash, cheque, childcare vouchers or on-line bank transfer. Please make cheques payable to:

South Gloucestershire Council.

Please contact the Club Administrator on the details listed above if you want to pay by childcare vouchers or bank transfer.

A one-off £10 registration charge is applied to new families for Breakfast Club and/or Crossways Kites.

## Valuables

We cannot accept responsibility for any valuables or possessions brought to the club.



## Food

We offer unlimited breakfast, including toast, cereals, yoghurt, fruit and drinks.

## Activities

After breakfast, children will be entertained with a variety of activities, such as board games, construction, art and craft and reading.



## Staff



The club will be run by staff from The Crossways Schools.

Club Supervisor – Mrs Tracy Dibble

Club Administrator - Mrs Catherine Nicholson

Should you use the staff car park, please park considerately using the designated parking spaces and NOT blocking other vehicles.



Your child MUST be signed in by an adult at the external door of the Burrow.

Breakfast will be served from 7.40am to 8.20am. If your child is having breakfast, they will need to arrive before 8.20am to allow them sufficient time to eat.

KS2 children will be escorted to the Crossways Junior School playground and handed over to a staff member. EYFS and KS1 children will be escorted to their classrooms in the Infant School.

## Booking/Cancellation/Absence

If you require an urgent booking, i.e. within 48 hours of the session, please contact the Club Administrator, Mrs Nicholson, using the club contact details given overleaf.

Bookings can be made 8 rolling weeks in advance on the Crossways Breakfast Club and Crossways Kites booking system, accessible via the Schools' website (overleaf). If you do not have access to the internet, please contact the Infant School office. Alternatively, you can contact the Club Administrator. General enquiries or queries should be made via email or phone to the Club Administrator and not through the school offices.

The club requires 48 hours' notice of cancellation or the session will incur a charge.

Unfortunately we will not be able to pass on absence information to school, so you **MUST** also phone the school numbers below to inform of your child's absence. If the school is not informed, they will contact you and your child may be marked with an unauthorised absence in the register.

Crossways Infant School: 01454 867280

Crossways Junior School: 01454 866566

If you need to contact us, you can talk to a member of staff in the morning or phone Crossways Infant School on the number above.

## Notices

Information to be passed on to parents will be put on the Breakfast Club external door and at the top of your 'Account' page on the on-line bookings system.

## Medication



If your child has any medical issues, e.g. allergies, or special dietary requirements, e.g. religious/cultural, they must be detailed during the bookings system registration. If you do not have access to the internet, please ask at the Infant office for a club registration form.

If your child has a prescribed asthma inhaler or EpiPen, they will need to have a spare one at the club. This must be labelled with your child's name and handed in before they start at the club.

If an accident occurs, it will be documented in an accident log. Normal school procedures for notifying parents will be followed, e.g. a phone call for serious head injuries/accidents, texts for head bumps and accident notices in book bags for minor incidents.

## Behaviour

We expect the same high standards of behaviour from your child as is expected in school and we will follow The Crossways Schools behaviour policy. Children will contribute to and be made aware of the rules.

Respect for other children, adults and our resources is expected at all times.

Positive behaviour will be praised and encouraged.

Negative behaviour will be dealt with as follows:

- *Minor incidents:* time out to discuss behaviour with a member of staff and a reminder of the rules.
- *Serious or persistent incidents:* parents will be informed and we will work together to find solutions and monitor behaviour.
- *Extreme cases where the safety of other children/adults is affected or negative behaviour continues after discussions with parents:* the offer of a place at the club will be removed.

## Know the Rules



*The success of the club depends on the co-operation and sharing between all those involved. Please feel comfortable raising any issues with us and encourage your child(ren) to contribute their ideas on how to improve our club.*

Thank you for your support.