



St Edward's C of E Primary School

Exploring faith, life and learning



Parent/Carer's Breakfast and After School Club Contract

Child(ren)'s name _____

Parent or carer's name _____

- I consent for my child to attend St Edward's C of E Breakfast Club/After School Club. I understand that the club has policies and procedures (which are available for reference at the club), and that there are expectations and obligations relating both to the club and to myself and my child, and I agree to abide by them.
- I understand that St Edward's C of E Breakfast Club/After School Club is a play setting and that whilst my child is there St Edward's C of E Breakfast Club/After School Club is legally responsible for him/her.
- My child will be provided with breakfast consisting of a variety of cereals, brioche, fruit breads and toast whilst at the club unless otherwise requested. At After School club, my child will be provided with a snack. We are happy to accommodate dietary requirements where possible.
- Once my child arrives at St Edward's C of E Breakfast Club /After School Club he/she will be in the care of the staff until my child has entered their classroom or dismissed to an authorised adult.
- I will notify Breakfast club before the start of the session if I am taking my child to school on a day that he/she is booked to attend the club. I understand that I will be charged for the booked session if less than 24 hours' notice has been provided.
- I will notify After School Club before the start of the session if I am collecting my child from school on a day that he/she is booked to attend the club. I understand that I will be charged for the booked session if less than 24 hours' notice has been provided
- I will book my child into the club on a weekly basis and will pay promptly for all booked sessions whether my child attends or not (e.g. due to illness or holidays), unless I have made other arrangements with the Business manager.
- I understand that if my account is more than 2 weeks in arrears then the club place will be withdrawn.
- It is my responsibility to keep the club managers informed of any alterations to the information regarding my child (e.g. contact details, medical conditions, etc).
- St Edward's C of E Breakfast Club opens at 7.30am. I understand that I need to hand over my child to the Breakfast club staff by 8.30am at the latest so that my child has sufficient time to eat breakfast before they go in to class.
- St Edward's C of E After Club opens at 3.20pm and runs till 5.45pm.
- Whilst St Edward's C of E Breakfast Club/After School Club tries to ensure the safety and security of items, I understand that it cannot be held responsible for loss or damage to my child's property.
- I have read the club's **Policy** and agree to its Terms and Conditions'. St Edward's C of E Breakfast Club/After School Club sees communication with parents as very important so if there are any accidents or incidents at St Edward's C of E Breakfast Club/After School Club involving my child, I will be informed.
- If my child has an accident at the club, he/she will be treated by a qualified first aider and I will be informed as soon as possible. If my child needs urgent medical treatment and I am unavailable, a member of staff from St Edward's C of E Breakfast Club/After School Club will sign any consent forms necessary for treatment on my behalf, as stated on the club's **Registration Form**.

- Information held by St Edward's C of E Breakfast Club/After School Club regarding my child will be treated as confidential. However, in certain circumstances, for example if there are child protection concerns, I understand that the club has a legal duty to pass certain information on to other agencies, including Police, Social Care and health care professionals.

I have read and **understood** the above terms and conditions and I agree to abide by them.

Signature: _____

Date: _____

Please return to St Edward's C of E Breakfast Club /After School Club