

St Martin's School,
La Rue De La Croix Au Maître
St Martin,
Jersey
JE3 6HW



Head teacher: Mrs Jenny Posner

Breakfast Club Policy

November 2017

St Martin's School



Breakfast Club

St Martin's School is able to provide a self funding Breakfast Club for children whose parents require before school care. We have space for around 26 children on a daily basis. We can also provide emergency care or 'one off' situations if needed.

The Breakfast club is lead by Mrs Helen Falle and is supported by Mrs Tina Le Mercier and Mr Steve Martin.

The Breakfast Club provides the children with supervision from either 7.45am or 8.00am (parents must choose a start time and prices are set to reflect this) until 8.30am when a member of staff comes on to duty in the school playground.

Entrance to the Breakfast Club is via the Foundation Stage entrance. Children must not enter the school building before the time they start breakfast club unless a prior agreement has been arranged.

If children arrive before the allocated start time parents /carers are responsible for their child's behaviour and safety. They must not be left unattended and their parents/carers should wait with them until the Breakfast Club leader opens the Breakfast Club door.

The children will have the opportunity to choose from a range of fruits, cereals and/or toast with various toppings, water, apple and orange juice is available. On special occasions (normally birthdays) croissants or waffles will be available too.

Following breakfast the children have the opportunity to play games and do crafts until 8.30am.

The children are expected to behave in an appropriate manner at all times and follow the instructions of Breakfast Club leader.

If there are times when parents need to bring their child to Breakfast Club before the start time arrangements should be made with the Breakfast Club leader prior to the day required and should this become a regular occurrence an additional charge will occur.

The provision of a Breakfast Club for St Martin's School will be evaluated on an annual basis and parents will be requested in the second half of the Summer term to make their intentions known for the following year.

If breakfast club is full, a waiting list will be held centrally at the office. The criteria for the allocation of places is as follows:

- Part time members will be offered the opportunity to go full time.
- A sibling of an existing member
- Children on the waiting list will then be offered places based upon their date of application. Please note that this is dependent upon the number of places available which may mean that families with more than one child may not gain a place for more than one child at that time.
- Allocation of places is at the discretion of the Headteacher

The Breakfast Club runs for children from Reception upwards and at the discretion of the Headteacher and Breakfast Club leader. In some circumstances Nursery children may be able to access Breakfast Club. On these



occasions the children will usually have an older sibling who is familiar with the routines and expectations of our Breakfast Club.

The cost for Nursery children is more than children in Reception to Year 6 as they will need to be supervised until 8.45am in the Nursery provision.

The Breakfast Club is a self funding provision and needs to be able to cover its costs in order to run. The cost per day is used for:

- Cost of staffing
- Cost of breakfast (fruit, cereal, jams, milk, juice etc)
- Crafts and activities for children to use (art materials, pencils, pens, paper, games, board games etc)
- Cleaning products (dish washer, surface cleaners, cloths etc)
- Replacement of items when needed (cutlery, fridges, toasters, toast racks, plates/bowls/cups, plastic containers etc)

Parents/carers will be invoiced each half term for the amount of sessions their child attends.

The charges for 2017/18 are as follows:

7.45am start - £3.80 per day

8am start - £2.80 per day

Policy Written: October 2017-10-29

Review Date: July 2018

