

High Green Primary School
Wortley Road
High Green
Sheffield
S35 4LU

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Head Teacher: Mrs Diane Smales

Dear Parent/Carer

School Breakfast Club

Thank you for expressing an interest in our school breakfast club, the club is only open to children attending our school in years Y1 to Y6, and as places are limited they will be allocated on a first come basis, there are however other local provisions in the area which provide before and after school care.

Our breakfast club is held in the school hall and starts from **8.15am** and runs until 8.45am Monday to Friday during the school term. For health, safety and insurance reasons we cannot accept children in to the breakfast club before 8.15am, parents are asked not to send their child before **8.15am** as there will be no staff available to supervise them.

The cost of our breakfast club is £1.50 per session (for the first child) and £1.00 for each subsequent child in the same family. The cost includes the choice of a range of healthy breakfast options, in line with our healthy school status.

As we only have **12 places** available these will be allocated on a first booked basis. We ask that parents/carers use the booking form attached to tell us which days they would like their child to attend the club. You can tell Mrs Roberts who runs our breakfast club each week on a Friday Morning, (using the booking form) for the following week, or book your child's place for the whole term in advance.

We ask that payment for all the days your child will be attending each week is paid each Monday morning to Mrs Roberts.

Unfortunately, if your child is unable to attend one of the sessions you have booked for them, for example due to illness we cannot make a refund as this place will have been held for your child.

Thank you for your interest in our breakfast club

Yours Faithfully

A handwritten signature in black ink, appearing to read 'C Gray', written over a white background.

Mr C Gray
School Business Manager

A handwritten signature in black ink, appearing to read 'J Roberts', written over a white background.

Mrs J Roberts
Breakfast Club Coordinator

Breakfast Club Booking Form

Childs Name:					
Class:					
Parent Name:					
Parent Emergency Contact No.:					
I would Like My Child to Attend Breakfast Club on the Days Indicated Below					
Days (tick each day)	Mon	Tue	Wed	Thur	Fri
This is for Week Starting: (insert date) One Week Only	Week Commencing: / /				
This is for the Whole Term (indicate term start date)	Term Starting: / /				
Please tell us about any dietary or health issues the Breakfast Club Coordinator Should be Aware of:					

I understand that breakfast club starts at 8.15am and that my child remains my responsibility until this time, I understand that I must pay for each week on the first day my child attends and that places are allocated on a first come basis, and that submitting this form does not guarantee my child a place.

I wish my child (named above) to attend the breakfast club on the days detailed above

Signed: _____

Date: _____

B/Fast Club Use:	
Form Recd: _____	by _____
Place Allocated Yes/No	Parent Informed
Comments:	