



Policy for

Breakfast Club

Prepared by:	Adopted by Board of Directors	Signed	Renewal Date (3 year cycle)
		----- Chair of Board of Directors	

We believe it is essential to offer good quality childcare for working parents or those in training or education.

We agree with recent research that children who attend breakfast clubs show a far more positive attitude towards school, their friends and their teachers.

We can see that eating breakfast sets children up for the day and gets them interacting and thinking better.

Aims

- To provide quality provision by offering a range of play activities that meets the social, physical, intellectual, creative and emotional needs of each individual child.
- To help children develop and maintain positive social relationships with other pupils and staff.
- To help children develop a more positive attitude towards school and to integrate better into the school community.
- To work with other schools to share good practice in order to improve this policy.

Responsibility for the Policy and Procedure

Role of the Local Governing Body

The Local Governing Body has:

- appointed a member of staff to be the Senior worker who will deal with all day to day issues;
- delegated powers and responsibilities to the Principal to ensure all academy personnel and visitors to the academy are aware of and comply with this policy;
- responsibility for ensuring that the academy complies with all equalities legislation;
- nominated a designated Equalities governor to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- the responsibility of involving the School Council in the development, approval, implementation and review of this policy;
- responsibility for the effective implementation, monitoring and evaluation of this policy

Role of the Principal

The Principal will:

- promote the Breakfast Club with pupils and parents;
- ensure all academy personnel, pupils and parents are aware of and comply with this policy;
- provide leadership and vision in respect of equality;

- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;
- annually report to the Local Governing Body on the success and development of this policy

Senior Worker

The Senior Worker will:

- deal with all day to day management and organisational issues;
- lead the development of this policy;
- work closely with the nominated governor;
- provide guidance and support to all staff;
- provide training for all staff on induction and when the need arises;
- keep up to date with new developments and resources;
- review and monitor;
- annually report to the Local Governing Body on the success and development of this policy

Admissions

PLEASE INSERT ADMISSION ARRANGEMENTS AND COSTS

Organisation

A daily register is kept together with information about each child's individual needs and emergency contact numbers.

Contract & Registration

All children must be registered with the club before admittance.

Premises & Equipment

The premises are designed not to restrict mobility for any individual. All equipment is periodically checked and replaced if necessary.

Parents

Parents are encouraged to comment on the club or talk to staff about any aspect of their child's needs or involvement. Parents are also encouraged to volunteer as helpers at the breakfast club.

Activities

All activities are planned to cover a wide range of abilities, interests and ages. Children have a free choice of activities.

Staffing

All staff are experienced and attend training sessions when required.

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the academy website
- the induction sheet for staff
- meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops
- school events
- meetings with academy personnel
- communications with home such as weekly newsletters and of end of half term newsletters
- reports such annual report to parents and Heads reports to the Local Governing Body
- information displays in the main academy entrance

Training

We ensure all academy personnel have equal chances of training, career development and promotion.

Periodic training will be organised for all academy personnel so that they are kept up to date with new information and guide lines concerning equal opportunities.

