



'Valued as Individuals, Inspired as Learners'

# Welcome to the Manor Breakfast Club

**8am-8:40am**

**£3 a session**



## Welcome

At Manor Infant school, we believe that by creating a positive atmosphere and improving the attitudes towards healthy breakfast provision, pupils will improve their attendance, attention, behaviour and therefore academic performance. Manor Breakfast Club is a facility for Manor Infant School children during the school term. Children are provided with a nutritious breakfast in a relaxed, purposeful atmosphere.

### **We aim to:**

- provide an opportunity for pupils to eat breakfast in a stimulating environment;
- have a positive effect on pupils' concentration and performance throughout the day;
- engage pupils in making healthier choices about their diet by providing them with encouragement, knowledge and support;
- help pupils improve attendance and punctuality;
- improve social interaction and skills between pupils
- improve pupils' motivation and self-confidence through relationships
- provide low cost breakfast facilities





## Manor Breakfast Club Menu

### Breakfast cereals

Wholewheat biscuits or puffed rice served with  
semi skimmed milk

### Toast

Toast with topping (Jam or honey)

### Fruit options

(One of the options below)

Banana, apple, pear, orange

### Yoghurt

### Drinks

Orange juice

Apple juice

Water

Semi skimmed milk

NB. At times, we go around the world and have food from there.

# **About the Manor Breakfast Club**

## **Start times/fees**

We open from **8:00am** and provide spaces for 16 children. Fees for this will be **£3 per child per session.**

## **Fees**

Fees should be paid weekly in advance in order to secure a place. Parents can pay on the day if there is a place available. However, if there are no spaces available on that day, the club will not be able to go over the maximum number of 16. If you are paying in advance, this can be done online (please ask the office for details). Fees are still payable should a child be off of school for any other reason other than sickness. A record will be kept of all payments. In the event of fees not being paid, the child will not be able to attend. All monies collected will be given to the admin staff for banking.

## **Registration**

Children's records will be already in the school office. These records can be accessed in order to contact parents/carers in an emergency. It is the parents/carers responsibility to inform the office of any changes to these contact details. All information on the children will be kept confidential.

**The waiting list will work on a first come first served basis. No priority will be given.**

If a child arrives at the club who is not booked in, the parents will be asked to take the child home unless there is a space available and payment is made.

## **End of club session**

The Manor Breakfast club leaders, Mrs Austin and Mrs Cartwright, will escort the children to their classrooms at 8:40 am, where they will then be the responsibility of the class teacher.

## **First aid and accidents**

At least one member of staff is first aid trained. An accident report will be filled out for all accidents that occur at the club. A copy of the accident report will be sent home with your child. If the accident is serious and requires further medical attention then the parent/carer will be contacted immediately. In the unlikely event that the child involved needed hospital treatment, a Manor Breakfast club leader would accompany the child and wait with them at hospital until a parent/carer arrives. A teaching assistant or class teacher will then assist the club.

'Breakfast club is yummy! I really like eating my breakfast and playing with the children from different classes.'

'Breakfast club is healthy. Mrs Cartwright and Mrs Austin give me a really good start to the day.'

### Views from Breakfast Club

'I have now asked my mummy if I can eat brown bread for my toast at home.'

'I have a good time at breakfast club because I can choose fruit, toast and different cereals. I have made some funny faces with my fruit.'



'I can't wait to come again!'

All school policies will apply to the organisation and procedures of the running of the Manor Breakfast Club.

The staff at Manor Breakfast Club will:-

- Offer my child and me a first class service of high quality provision.

- Be aware of confidentiality at all time.
- Notify you of any changes of fees a half term in advance.
- Inform me of any concerns
- Ensure that all of the children follow 'The Manor Way'

### The Manor Way

Always treat others as you would like to be treated.

Always look after everything around you

Always try your best and be proud of your achievements

Always keep yourself safe wherever you go

Always be kind and considerate learners

Always encourage and allow others to learn

In return, I the parent/carer, agree to:-

- Pay fees in advance on the first day of my child attending the club, for that week which will ensure that my child has a place.
- Keep the school informed of new contact details.
- Contact the school in the event that my child not be attending.
- Understand that fees paid are non-refundable. (unless ill).
- Acknowledge that non-payment of fees will result in my child being unable to attend.

Child's name.....

Parent(s)/Carer(s) of .....

Signed.....