



King's Academy  
Rowner

## King's Academy Rowner Breakfast Club Information and Terms and Conditions from September 2024

We have a brilliant breakfast club run by members of school staff. Breakfast club is held in the School Hall. Other than booking sessions via Tucasi (Scopay) there is no formal registration.

### **\*\* Breakfast Club \*\***

#### **What time is breakfast club and how much does it cost?**

<b>Time</b>	<b>£ per session</b>
7.30am – 8.50am (with or without breakfast) <b>from September 2024</b>	£5.50
<b>Please note:</b> breakfast is served no later than 8.15am	

We can provide the children with a wide range of activities: tabletop games, craft activities, colouring, dancing and fitness. Weather permitting, pupils will also have access to outside play.

#### **What's on the menu?**

We offer a selection of cereal, toast, and sugar free squashes (or water) for pupils who would like to eat with us.

### **Terms and Conditions**

#### **Registration/Attendance**

On arrival at school your child must register with a member of staff.

#### **Booking and Cancellation of Sessions**

Sessions are to be booked via Tucasi (Scopay) at least 7 days in advance. Please note, sessions are not secured until payment has been received. If a session has reached capacity, you will not be able to book. Please note:

- If paying by cash the booking is immediate.
- If paying by childcare voucher, tax credits, bank transfer or cheques, please contact the team at [finance@kgahampshire.uk](mailto:finance@kgahampshire.uk) informing them of your payment. Once payment has cleared, (it normally takes about 3 days for vouchers or credits to be received) the Finance Team will secure your booking.

Ad-hoc sessions can be booked but we cannot guarantee we will have space. All ad-hoc requests must be made by emailing [enquiries@kgarowner.uk](mailto:enquiries@kgarowner.uk) and [finance@kgahampshire.uk](mailto:finance@kgahampshire.uk) if you are in debt Ad-hoc bookings will not be accepted.

## **Fees**

Any sessions booked, regardless of attendance, have to be paid for. Sessions are required to be paid for before attendance. In exceptional circumstances e.g. you are unable to collect your child from school on-time, payment can be made in retrospect.

***If any debt is generated, your child will not be able to attend the breakfast club until the debt has been paid.***

Similarly, no partial refund will be given if a child does not require the breakfast club provision.

## **Policies and Procedures**

Our Breakfast club is led and run by the school and operates as an extension to the school day and, as such, is informed by current, established school policies and practices. To ensure the safety, protection and provide the best possible care for your child, Breakfast club will adhere to Rowner Junior policies and procedures. These are available for you to view on-line.

## **Complaints**

Should you have a complaint about either provision, or a member of staff, please inform the Club Leader in the first instance. If the matter is not resolved to your satisfaction, please follow the procedures set out in our Complaints Policy which is on our website.

## **General**

If your child's behaviour is disruptive to the general well-being of other children in our care, your child may not be able to attend the club.

It is recommended that children do not bring personal belongings to the club, e.g. toys, electronic games. The club will not accept liability for any loss or damage to such items.