



## Willow Wood Primary School Breakfast Club Charter

### The Willow Wood Breakfast Club will:

- Be available to children from Reception to Year 6.
- Provide a safe and relaxed pace for pupils to enjoy breakfast.
- Serve healthy and nutritious food.
- Keep a register of all pupils attending the club.
- Provide hall-based activities for learning and enjoyment and opportunities for outdoor play.

### Guidance for Pupils and Parents:

- Pupils will be allowed into the club between 8am – 8.30am.
- Breakfast will be served between 8.00am and 8.30am.
- We encourage healthy eating.
- **Following breakfast**, pupils will move to the hall (in inclement weather) or will go into the KS1 yard to play where they will be supervised by an HLTA or breakfast club volunteer. Pupils should not loiter in the hall.
- Pupils will be asked and expected to tidy up before leaving areas.
- Pupils should remain with staff until instructed to go to the playground not moving back to the hall or any other area.
- At the end of the session at 8.40am staff will collect the children from breakfast club and will supervise them in classes until school starts at 8.50am.
- Pupils or parents should not open any external doors to let others in.
- Parents and carers are not allowed into the breakfast club due to safeguarding procedures needing to be followed by all staff.
- Only those pupils eating breakfast are able to use the breakfast club.

### Parent Expectations

- Parents can accompany their children to breakfast club – but **MUST** leave them at the office.
- Parents are **NOT** permitted **ANYWHERE** else in the school building other than the main entrance.
- If a parent wishes to speak to a class teacher about their child, they need to make an appointment at reception. Parents must **NOT** interrupt staff as they are about their work preparing for lessons etc.
- Parents **MUST** leave (via the main entrance). The main entrance is also to be used if going to the toddlers group.

Signed: .....  
(Parent)

Signed: .....  
(Child)