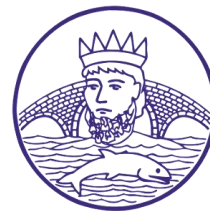


King Athelstan Primary School

Villiers Road, Kingston Upon Thames, KT1 3AR
Tel: 020 8546 8210 Fax: 020 8547 2732

admin@kingathelstan.rbksch.org
www.kingathelstan.kingston.sch.uk



Headteacher: Emily Newton

King Athelstan Breakfast Club Terms and Conditions

Registration

- All parents/carers must complete a Breakfast Club Registration Form (Google form) before being able to book places for the club.
- Any changes to the information contained on the Registration Form, such as contact details, medical details, change of address etc. must be notified in writing by the parent/carer as soon as possible to the club

Breakfast Club Bookings and Payments

- The cost of breakfast club is £6.50 per session, per child.
- Operating hours are 7.45am - 8.45am. Please arrive before 8.20am to allow time to eat breakfast.
- Booking should be made on ParentPay by the Thursday evening of the week prior to the sessions. (Places may be limited.)
- All payments need to be made at the time of booking on ParentPay
- We do accept childcare vouchers however; the childcare vouchers will need to be applied as a credit to your ParentPay account in advance of making any bookings. Please contact the school office.
- Any changes to booking will need to be done by the parent/carer on ParentPay in advance of the session (in the week before the session).
- If you wish to cancel your child's place in the week of the booking you will need to email the Office at least the day before and your place will be manually cancelled. Payments will be carried over, subject to availability.

Grounds for Exclusion

- Any child who has suffered from diarrhoea or sickness must be kept away from the club for a period of 48 hours from the last bout. (As per the school policy.)
- Should any child suffer from any of the above whilst at the club, the staff will contact the parent/carer to ask them to collect the child as soon as possible
- Other grounds for exclusion are persistent poor behaviour (in line with the School's behaviour policy) or where a parent/carer is in breach of any of our terms and conditions
- Refunds will not be made if the children are excluded on the grounds set out above

Reservation of Rights

- The club reserves the right to exclude a child or family from attending the club or to refuse to accept a registration in its sole discretion
- The club reserves the right to close the club on the grounds of staff shortages, unavailability of facilities, or any other reason which in its reasonable opinion necessitates closure. Reasonable notice will be given where possible
- The club reserves the right to change these terms and conditions at any time and will give written notice of such changes to parents/carers.

