



**Northwood Community Primary School, Roughwood Drive,
Northwood, Kirkby, Merseyside L33 8XD**
Telephone: 0151 477 8630 **Fax Number:** 0151 477 8639
E-mail: northwood.primary@knowsley.gov.uk
Headteacher: Miss J M Smith

Breakfast Club Information

If your child arrives between 8.00am and 8.29am, the fee is £5.00 per week or £1 per day. If your child arrives from 8.30am onwards, the charge is £2.50 per week or 50p per day.

All parents / carers must pay for the breakfast club **in advance** of your child attending. You can pay for a number of weeks in advance or one week at a time. The money must be paid for the entire week, either on Friday for the following week or on Monday morning at the very latest.

If your child is not attending all five days of the week, you must let the breakfast club staff know on Monday morning at the latest which days your child is attending that week. The staff need this information in order to ensure they have enough adults present each day for the numbers of children attending.

If your child attends for a week that has not been paid for, you will receive a letter and a text on the Friday of that week, making you aware that you need to visit the school to pay. Your child will then not be able to attend breakfast club until this debt has been settled and you have paid for the following week's attendance also.

Please see below for a refresher of occasions when costs will be reimbursed:

- If school is closed for a bank holiday, training day etc, you will only be charged for the number of days the school is open.
- If you pay for a number of days at breakfast club and your child is off sick, you will not be charged for the days your child was absent from school.

Please remember breakfast club does not start until 8am. You must not leave your children outside the small hall unaccompanied before this time as they will not be supervised by school staff.

If you have any queries regarding breakfast club please call into the school office.

We look forward to seeing your children at breakfast club.



BREAKFAST CLUB REGISTRATION FORM

8.00 am EARLY BIRDS Breakfast Club at £5.00 per week

I would like my child _____ who is in

(Class Teacher's Name) _____ class, to attend 8.00 am

EARLY BIRDS Breakfast Club. I enclose £5.00 for payment for the first week and I will pay £5.00 in advance for my child to attend each week.

My emergency contact number _____

I confirm that I have completed Northwood Community Primary Schools Medical Transfer Form if needed and have returned it to school with any medication necessary. If medication needs to be administered I will complete the necessary form in the school office before I leave.

Signed _____



BREAKFAST CLUB REGISTRATION FORM

8.30 am Breakfast Club at £2.50 per week

I would like my child _____ who is in

(Class Teacher's Name) _____ class, to attend 8.30 am

EARLY BIRDS Breakfast Club. I enclose £2.50 for payment for the first week and I will pay £2.50 in advance for my child to attend each week.

My emergency contact number _____

I confirm that I have completed Northwood Community Primary Schools Medical Transfer Form if needed and have returned it to school with any medication necessary. If medication needs to be administered I will complete the necessary form in the school office before I leave.

Signed _____