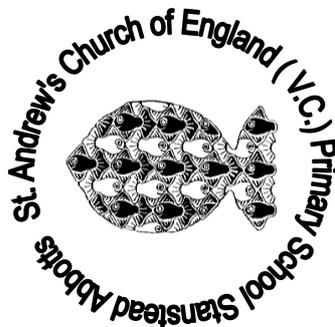


Headteacher: Mrs Helen Gillingham
BA (Hons) PGCE MA NPQH

Telephone: 01920-870097

Web: www.standrews323.herts.sch.uk

Email: admin@standrews323.herts.sch.uk



St. Andrew's Church of England VC
Primary School
Mill Race
Stanstead Abbots
Nr. Ware
Hertfordshire
SG12 8BZ

RightStart Breakfast Club



Welcome to our RightStart Breakfast Club! We are delighted that following the commencement of our very successful daily breakfast club, run by experienced members of our school staff, the club has grown from strength to strength.

Staffing

Mrs Randall and Mrs Hoskin run the club together. Both members of staff are very experienced, qualified teaching assistants and hold current Child Protection and First Aid certification and have completed all their relevant safeguarding training.

Booking

The RightStart Breakfast Club can accommodate up to 30 St Andrew's children from **Reception to Year 6**. It takes place daily in the dining hall, canopy area and the lower playground, weather permitting.

Nursery children can attend 'Toasties' Breakfast Club and need to apply using a separate form, available from the School Office.

Bookings are taken on a first come/first served basis via email at rightstart@standrews323.herts.sch.uk. The email should include the following information:

- Child's name
- Date of birth
- Year group
- Days required each week
- Any medical conditions (see separate letter)
- Any food allergies or special dietary requirements (see separate letter)
- Emergency contact details
- Any additional relevant information from parents/carers

The administration of the Rightstart Breakfast Club is undertaken by Mrs Hoskin who informs parents/carers of places, costs etc by return email. If you are unable to access the internet, bookings can also be made via mobile on:- **07762 439703** or alternatively, given to the School Office marked for the attention of Mrs. Hoskin, and will be passed to her on a daily basis.

Parents will receive half termly/weekly invoices for their child's care, as relevant. Payments can be made via WisePay or by using Childcare Vouchers.



Time

The Right Start Club runs from 7.15am – 8.45am, excluding INSET days. At the end of the session, children will be escorted, if applicable, to their appropriate classes for the start of day.

Food

The menu on offer is fresh and seasonal. A selection of cereals, toast and jam, bagels, crumpets and yoghurts are on offer, alongside hot, cooked food on a daily basis. Don't miss out on the sausages! Fruit juice, fresh fruit and milk are also available. The children have a sociable, 'family' style breakfast to set them up for the day. Special diets for medical reasons can be catered for upon request.

Activities

Activities take place both indoors and out, including various individual and team games, board games, crafts, and even a quieter area for homework and reading.

Costs

As an in-house breakfast club, backed by St Andrew's School, the club has been regularly monitored and reviewed by our Governing Body since its inception.

- **Set price per session of £6.00 per child**
- **Drop off at any time from 7.15am**

Please be aware:

- Parents should not pay until Mrs Hoskin has confirmed your child's place. An invoice will then be sent accordingly.
- As we have a maximum daily attendance level of 30, parents wishing to book on a regular basis will have priority over ad hoc bookings. We would however, be very willing to accept ad hoc bookings if there is space available. Ad hoc bookings can be paid for on the day.
- The charges above are a flat rate and there are no sibling discounts.
- We are unable to accommodate a refund if your child misses a session, unless there are exceptional circumstances.
- **Free School Meals:** children whose parents are in receipt of Income Support/Benefits and receive Free School Meals can attend free of charge, once parents/carers have applied for the Free School Meal benefit online (via HCC website) and the school has received confirmation of their eligibility.

Please contact the School Office if you have any queries or questions.

Please note: FSM applications are different from UIFSM (Universal Infant Free School Meals) which are provided free of charge for all children in Reception, Year 1 and Year 2 by the Government.

Our Rightstart Breakfast Club offers the children a social as well as welcoming and nutritious start to their school day and our staff look forward to welcoming your child/ren.

Yours sincerely

Mrs H Gillingham
Headteacher

