

# Goodrich School Meals Association

Incorporating Breakfast Club

Operating from:-  
Goodrich Primary School,  
Goodrich,  
Ross-on-Wye,  
Herefordshire,  
HR9 6HY

Administration:-  
Mrs R. Webb  
[rosewebb55@outlook.com](mailto:rosewebb55@outlook.com)  
01600 890329

Goodrich Primary School Breakfast Club Information Sheet
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1. We are open to all pupils who attend Goodrich Church of England Primary School
2. All club staff are employed by Goodrich School Meals Association
3. Staff have up to date paediatric first aid training, food hygiene training and enhanced DBS certificates.
4. We are open every school day from 7.45 a.m. to 8.45 a.m. (excluding inset days)
5. Breakfast consists of a selection of fruit, yogurt, toast and cereals (including porridge/Ready Brek)
6. A registration form must be completed for each child before they can attend Breakfast Club.
7. Once registered, you can choose your sessions. You can email or ring to book or change your session. A minimum of 24 hrs notice is requested.
8. The club is usually held in the hall. We offer play activities such as games, art and crafts etc.
9. Payments are collected via the Parentpay system
10. Our booking form and registration form can be downloaded from the school website or obtained from the Breakfast Club staff.
11. Bookings can be made via email to [rosewebb55@outlook.com](mailto:rosewebb55@outlook.com) or by speaking to a member of staff during Breakfast Club.
12. When the start of school bell goes, Infants will be taken to their classroom by a member of Breakfast Club staff. Juniors will be encouraged to make their own way to class.
13. We operate on a ratio of at least one adult to every 8 children.
14. Priority will be given to children whose parents have booked and who have paid in advance.
15. Breakfast will be served until 8.30 a.m.
16. It is a parent's responsibility to make sure their children arrive at Breakfast Club.
17. Breakfast club cannot accept responsibility for the children's possessions or valuables whilst they are attending the club.
18. Children will not be permitted to bring in their own food for breakfast.
19. Messages for the class teacher must be written down and handed to Breakfast Club staff who will pass the note to the class teacher at 8.45 a.m. when the children go into their class.
20. In the event of a fire warning bell, pupils not already registered and therefore passed into the care of Breakfast Club staff **MUST** remain with their parents.