

Learning to live, living to learn



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## Hartlip Endowed Church of England Primary School (Voluntary Aided)

Headteacher: Mrs. Tracey Jerome BEd (Hons)

*Shine your light on the world. Matthew 5:16*

### Breakfast Club at Hartlip Endowed CEP School

#### Bright Birds

Bright Birds is open every school day (unless otherwise advised) from 7.30am

In the light of the current Covid 19 Pandemic, the following procedures are in place, which **MUST** be followed:

- Our Bright Birds Supervisor is Miss Nicola Bray
- Parents must complete a registration form for children to be admitted to Bright Birds
- All care **MUST** be booked for in advance
- This is so children can be placed in appropriate Bubbles. These either match the children's classes or their sibling groupings
- Parents will have the choice of arriving at two stipulated times: 7.30am or 8am
- Should you find yourself requiring emergency care, please make contact with the headteacher's dojo account as soon as possible and by **7am**.
- We cannot guarantee that we will be able to provide this care for your child but we will do our very best
- **There must be NO direct contact through personal arrangement with our supervisor**
- The cost is £3, regardless of the drop off time
- Children will receive a light breakfast. The choice is varied and menus change regularly
- The menus will be shared with parents and be available on the website
- Children are in Bright Birds from their designated arrival time until 8.30am when they will then join their Class Bubble

#### Bright Birds Organisation

##### Arrival

- Parents should arrive with their child at their designated time and bring their child to the hall doors.
- On arrival in to the school building, your child will wash their hands.
- Please aim to keep moving at all times and **DO NOT** congregate on school property or The Street
- Please do not leave messages with the breakfast club supervisor. Please message these in accordance to our communication procedures



## **Location**

- Bright Birds will be located in the hall
- The room will be divided in to Bubble areas
- Children will be assigned to appropriate Bubbles on booking.
- Bubble areas could be in accordance to class groupings or sibling groupings, depending on bookings
- Activities will be of a table top nature
- All tables will face forwards
- Children are not to leave their appointed area
- This is not an extension of school. We aim to provide activities of interest and leisure
- Children will be able to watch the television and enjoy remote games aswell as having access to laptops

## **Safe eating**

- Children will eat at their tables, forward facing
- Their breakfast will be brought to them with accompanying cutlery and drinks
- Supervising adults making breakfast will wear full PPE: apron, mask and gloves
- Tables will be cleared by the supervising adult
- All plates etc will be thoroughly cleaned in the dishwasher

## **Starting the school day**

- At 8.30am, children will join their designated Class Bubble

## **Behaviour Expectations**

- Children are expected to be polite and respectful at all times
- Children must not leave their assigned Bubble area
- Children must follow the rules that are clearly in place

## **Accepted Methods of Payment**

- By cash or cheque (payable to KCC re Hartlip Endowed CE Primary School) in a sealed and named envelope, handed to a member of staff.
- Child Care Vouchers
- HM Government Tax-Free Childcare