



## Cowley Hill Breakfast Club Code of Conduct

1. Children must enter through the kitchen door at the back of the dining hall.
2. Children must arrive no earlier than 7.30am and no later than 7.55am.
3. Children will only be accepted into the Breakfast Club if they signed in on arrival by an adult.
4. Children can only attend Breakfast Club if a place has been allocated and paid for in advance.
5. Sessions must be booked and paid for the week before the sessions take place. The deadline for booking and payment for sessions is Thursday at 4pm.
6. Completed bookings must include a Booking Form, a Registration Form, a signed Code of Conduct and full payment by either cash or cheque.
7. Breakfast will be served until 8am and then the children will take part in structured activities, including homework support and reading.
8. At 8.30am the children will be released or escorted to their classes as appropriate.
9. If a child is due to attend a morning club then an adult will take that child to the club at 8am.
10. Children are expected to respond to the requests of staff, to behave responsibly and to respect both staff and each other.

Failure to adhere to this Code of Conduct could result in your child being excluded from The Cowley Hill Breakfast Club.

I agree to this Code of Conduct:

Child's Name..... Class.....

Signed..... Date.....