



## Balgreen Primary School

### Breakfast Club

Dear Parents and Carers,

We run a Breakfast Club that takes place in our Huts in the Primary 1/2 playground. The club runs from 7.30-8.50am and sees staff offer children a range of breakfast options including:

- Cereal
- Toast
- Fresh fruit
- Yogurt
- Themed breakfasts
- Water/juice/milk to drink

We follow the national guidance around healthy eating at the club and this can be found at [Healthy Eating in Schools: guidance 2020](#)

Places at the club are booked and paid for on ParentPay and there is a cost of £3.50 per day. If children are requiring a breakfast at the club then they need to arrive before 8.30am. **Children attending the club must be booked in advance.**

Once children have finished their breakfast there is a range of art and craft activities, games and outdoor play which are all supported by the Breakfast Club staff. Once the club ends pupils are escorted from the Huts over to the school and pupils then go to class. Children in P6/7 may leave the club at 8.30am by arrangement with their parents/carers so they can join their peers in the playground at the start of the day.

Kind regards,

Balgreen Primary School



As part of the Breakfast Club we will gather some personal information about you and your child. We require this information so we can deliver the Breakfast Club in a safe way which meets the needs of those attending.

Any information given is stored securely and is held for the maximum of five years in line with the council's data management policy and retention records. You can see what your rights are around this data at <https://www.edinburgh.gov.uk/privacy>

We require an annual update for all users of the club. Please ensure any change in contact details or changes in circumstances are communicated to staff at the club.

Name of pupil		
Date of birth		
Name of Parent/carers		
Contact number		
Emergency contact number (in the event we are unable to contact you)		
Dietary requirements		
Any issues around health that the club needs to be aware of? Eg. asthma, long term medication, underlying health conditions		
Signed:		Date: