



Breakfast Club (BFC)

Terms and Conditions

- A BFC registration form must be submitted for each child before any regular BFC bookings can be accepted
- Booking requests may be submitted with registration forms using the [BFC Registration and Booking Request Form](#)
- If your child has been successfully registered and space(s) are available we will confirm your booking request. If spaces are not available your child will be entered on to our waiting list.
- After your first booking request has been accepted further bookings should normally be added via your child's **Arbor** account.
- Parents are requested to book sessions in advance. Sessions can be booked for days, week, terms or the whole year, up to 1 year in advance. Please note that bookings may not be accepted if your child's BFC account has an unpaid outstanding balance.
- Breakfast Club fees are charged daily in arrears for sessions attended; we reserve the right to add administration costs for reminders sent. Payment can be made online via Arbor, or by cash at the office (not directly to the BFC staff) or by voucher.
- Voucher payments should be accompanied by a [Voucher Payment Allocation Form](#)
- Queries regarding all forms of payment, including voucher should be emailed to clubs@st-ebbes.oxon.sch.uk
- We may seek emergency medical advice and/or treatment as required and a trained first aider may give emergency first aid.
- All children will be expected to follow the school's Behaviour Policy; if this does not happen parents will be contacted. In extreme circumstances their BFC place may be withdrawn.
- Children can be dropped into BFC any time after 7.45am and no later than 8.25am.
- All relevant school policies and procedures are applicable to Breakfast Club.

Useful Links

- [BFC Registration and Booking Request Form](#)
- [How to set up your Arbor account](#)
- [Voucher Payment Allocation Form](#)