Breakfast Club
Terms and Conditions 2026-27
(Updated October 2026)

We offer a range of healthy breakfast choices to include cereals, toast, fresh fruit, yoghurts and a hot option to include scrambled egg, hash browns, baked beans and bacon sandwiches accompanied by milk or water.

Timings

~~Breakfast club is open every weekday during term time, excluding Staff Development Days from 8am to 8.40am. ***Your children must be met by a member of staff at the door*** and can be dropped off any time between these times however, breakfast is only served until 8.30am. Children will be directed to their classrooms by staff ready for the start of the school day.~~

Term 2 Trial

Breakfast club is open every weekday during term time, excluding Staff Development Days from 7.45am to 8.40am. ***Your children must arrive via the school pedestrian gate and escorted through the car park by an adult.*** Children can be dropped off any time between these times however breakfast is only served until 8.30am. Children will be directed to their classrooms by staff ready for the start of the school day.

Pricing

Breakfast club is £6 per child per session, with a £1 discount for each further sibling (e.g. £6 1 child, £10 2 siblings, £15 for 3 siblings etc).

Payments will need to be made via Bromcom My Child at School (MCAS) at the time of booking unless you are paying with childcare vouchers, in which case please see below.

Childcare Vouchers

We accept payment via Childcare Vouchers. Our ID numbers are listed below. Once you have set up your account with the provider please ensure you notify Miss Mills in the school office via email finance@higham.kent.sch.uk

Childcare vouchers will be paid by the provider direct into the school bank account and credited to your child's account by the school. Your balance can be checked on Bromcom My Child at School (MCAS). It is the parent's responsibility to ensure that adequate payment is requested via the Childcare Vouchers scheme and/or topped up with debit/credit card payments where necessary.

Childcare Voucher Provider	**ID Number**
Care4	75618143
Childcare Grant Payment Service	CCG8632524
Computer Share	0024749956
Edenred	P21154891
Fair Care	HIGH0819
HM Government Tax Free Childcare – For more info: https://www.gov.uk/tax-free-childcare	50005326591
Sodexo	857607

Registration Form
A registration form must be completed for all children attending the club and returned to the school office or via email to Miss Mills – finance@higham.kent.sch.uk (one form can be completed for BC/ASP). Children will not be accepted into the club until this form is completed and returned to the school office.

Booking and Cancellation
Sessions are booked via the Wraparound Care tab on Bromcom My Child at School (MCAS). Places are limited and are bookable on a first-come first-served basis. All sessions must be fully paid for at the time of booking.

Sessions can be booked up to the day before and can be cancelled up to 2 days before where a refund (credit) will be made back to your child's account. Unfortunately, a refund will not be made for late cancellation.

Non-attendance at the club will be followed up through the class register at the start of the school day, in line with our usual school attendance procedures.

In the event your child is off sick, a refund (credit) will be made back to your child's account.

We understand that there are some occasions when last minute bookings are needed, in this instance, please call the school office and a place will be offered dependent on availability.

All children must be pre-booked prior to attending the club and school staff reserve the right to refuse any child entry without being pre-booked. This is due to room capacity and ensuring the adequate staffing ratio is in place for all booked children.

General Conditions

Our staff are first aid trained and in the event of an accident or illness, the school First Aid Policy will be followed.

The Breakfast Club staff must be made aware of any dietary, allergy or medical changes and followed up with the school office the same day. Where a child has a diagnosed allergy or risk of anaphylaxis, parents must ensure that the school is provided with up-to-date medical information, medication (where prescribed) and any required care plans. The provision will manage allergies and medical needs in accordance with the school's Allergy and Anaphylaxis Policy.

The school office must be made aware of any prescribed medication that is to be administered to a child and the necessary paperwork completed. Providing the necessary paperwork has been completed the medication can be handed to Breakfast Club staff. Children must not be sent in with medication in their school bag.

Children should not be sent to Breakfast Club unwell.

Parents must ensure that any change to contact details are updated immediately via the Bromcom My Child at School (MCAS) Data Collection tab or via the school office.

Children are expected to follow the school rules Ready, Respectful, Safe.

School staff will take all reasonable disciplinary or preventative action necessary to safeguard and promote the welfare of each child and the Higham Primary School community. Parents may be required to remove the child temporarily or permanently if the conduct of the child is unacceptable. There will not be a refund of fees in these circumstances.

Higham Primary School will not be liable for loss of property brought onto the premises by parent/carers or child. If a year 5 or 6 child brings in a mobile phone this is to be switched off and placed in the child's bag and handed into their class teacher at the start of the day.

Higham Primary School reserve the right to cancel or amend any sessions/no. of places available due to unforeseen circumstances and parents will be notified accordingly.

Please feel free to contact the school office (01474 822535) or email Miss Mills finance@higham.kent.sch.uk or speak to any of the Breakfast Club staff if you have any questions, queries or concerns.