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## **Breakfast Club**

Breakfast Club is open for Reception to Year 6. If attending breakfast club childcare sessions between 8.10-8.30am, the session must be booked and paid for in advance on ParentPay.

All children can access free entry for a healthy breakfast from 8.30am with last entry at 8.40am. This does not require pre-booking on ParentPay but does require a completed breakfast club registration form to be submitted to the school prior to attending any breakfast club sessions. Please contact the school office for a registration form.

## **How to Book Before School Club Sessions Using ParentPay**

**All** entries to breakfast club childcare sessions between 8.10-8.30am must be booked/amended and paid for on ParentPay before midnight the night before the session is required. Sessions can be booked daily, weekly, monthly or termly. To do this;

1. Login to your ParentPay account
2. Select – ‘Book meals and places’
3. Select ‘Before School Club (Paid Pupils)’ from the drop-down menu
4. Select the week in the week commencing drop-down menu
5. Select ‘Make or view bookings’ (note: View screen will only allow you to view sessions)
6. Select the sessions required.
7. Select ‘Confirm bookings’
8. Repeat steps 2-7 for any other children requiring sessions.
9. Select ‘Pay now’ and follow the payment process.

From April 2024, the childcare element costs £2.00 per session per child. The Universal Primary Free School Meals for Reception to Year 6 does not apply to Before School Club and therefore attendance before 8.30am is charged at £2.00 a session. **Payment needs to be made at the time of booking sessions. Bookings will automatically be cancelled by ParentPay if payment is not received within two hours of making booking.** If paying using money from parent account, it must be attached to these sessions before they register as paid on the ParentPay system.

Parents of pupils receiving benefit led free school meals (FSM) approved by the Shared Benefits Service, information on page two, must book sessions on ParentPay by selecting the event time ‘Before School Club (FSM pupils)’. These childcare places are free, so please simply save your bookings once you have selected your sessions. Please note that the Universal Primary Free School Meals for Reception to Year 6 does not apply to Before School Club.

If you need to cancel your bookings, go to the ParentPay bookings page and untick the sessions previously booked. The money will be credited back to your ParentPay 'Before School Club' account.

For information about ParentPay please use this link: [https://www.parentpay.com/DOCH/school-support/index.html?page\\_id=77.html](https://www.parentpay.com/DOCH/school-support/index.html?page_id=77.html). For a ParentPay login please contact the school office.

### **Free School Meals and Uniform Grant**

If you receive any of the benefits outlined below, you should also apply for a free school meal and uniform grant through your Local Authority as you may be entitled to grants such as school uniform and PE kits. The school may also get additional money based on the number of pupils who are in receipt of this grant, which can be spent on supporting learning in our school.

Qualifying benefits include:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

### **How to Apply for the Free School Meals and Uniform Grant**

If you are in receipt of any of the benefits listed above, you can apply for free school meals by clicking on the following link: [Free School Meals & Uniform Grant - Monmouthshire](#)