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Thursday, 23rd November 2023

Enrichment Clubs – Spring Term 2024

Dear Parents and Carers,

This letter contains information regarding the enrichment clubs available in the Spring Term. These clubs will commence from **Monday, 8th January** and will end on the week commencing **Monday, 11th March**. Please note, there are **no** clubs the week commencing **Monday, 5th February** due to Pupil Learning Reviews taking place or the week commencing **Monday 12th February** due to half-term.

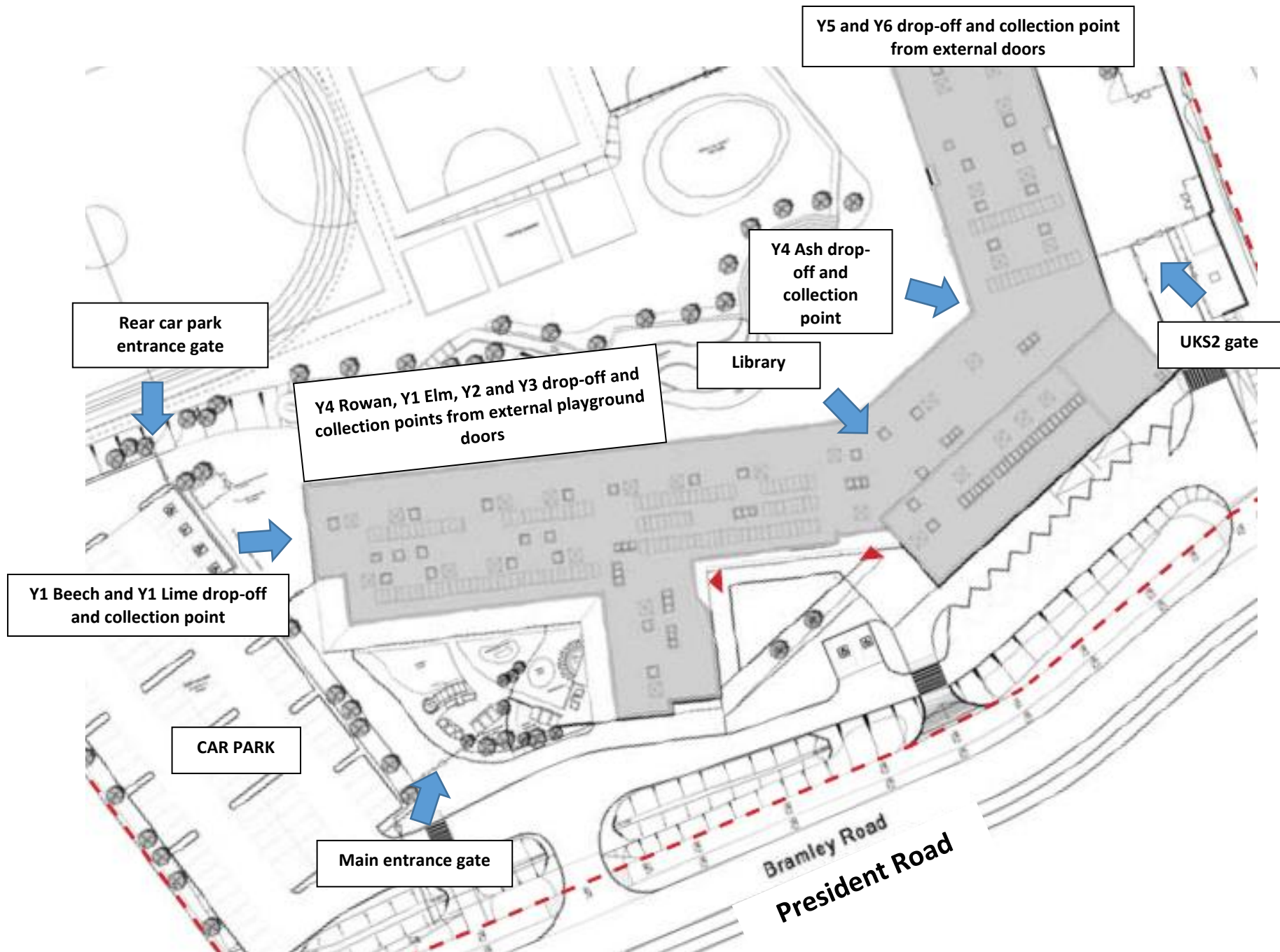
We kindly ask that you take the time to read and familiarise yourselves with the following key information.

- The booking system will open **6.00pm** on **Sunday, 26th November** and will remain open until **6.00pm** on **Sunday, 3rd December** and may be reopened should any spaces remain thereafter. We will of course communicate accordingly if this is the case.
- Due to limited spaces, parents/carers will only be allowed to book a maximum of **two** clubs and places will be allocated on a **first come, first served basis**. As mentioned above, should any spaces remain and bookings were to reopen, it's at that point that you can book your child on to more than two clubs.
- The cost will be **£2.00 per child, per session** which will go towards the cost of purchasing resources to run the clubs and any necessary equipment and consumables needed. You are required to pay for the full term upon booking.
- Please note that refunds **cannot** be given in the event of children not attending the clubs they have been allocated and no changes can be made due to the amount of admin work involved.
- All pupils who are eligible for **Pupil Premium** will be given **one free club per term** in which a credit has already been added to their Arbor account in order to cover the cost. If parents/carers wish to sign-up for a second club, this will need to be paid for.
- Clubs run from the end of the school day up until **4.15pm** and children will need to be collected promptly from the **pick-up location**.
- For sports clubs where children may be required to change, please note that children are required to wear their PE kits. For clubs where PE lessons are the following day, we are happy for you to provide alternative clothing as we appreciate that PE kits cannot always be washed and returned in time.
- Children will no longer be given the opportunity to have a snack at the beginning or during the club due to timing. There is however a fruit/vegetable trolley available at school should a child sincerely require a snack.
- If children are continually collected late without good reason this may result in their place being withdrawn or if behaviour or engagement is poor.

- Children will **not** be able to be collected early from clubs as many clubs are led by a single member of staff.
- The school office is open until 4.30pm, so please collect any medication from there should you need to take it home.
- In the case of severe wet weather or heat, we will endeavour to continue to run clubs. However, this may mean that an alternative provision is provided indoors.

A list of the clubs on offer for the Spring term can be found below.

Day	Club	Year Groups	Spaces	Club Leader	Pick-Up Location
Monday	Arts and Crafts	YR – Y6	30	Mrs. Layton & Mrs. Tong	Y5 Sycamore
	Computing	Y1 – Y3	20	Miss. Crown & Mr. Williamson	Library
	Disney	YR – Y6	20	Mrs. Humphreys	Y5 Maple
	Knitting	Y3 – Y6	20	Mrs. Cole	Y6 Aspen
	Lego	YR – Y6	20	Mrs. Narasimhan	Y4 Rowan
	Mindful Colouring	YR – Y6	20	Miss. Gordon	Y1 Lime
	Spanish	Y2 – Y6	20	Mrs. Shanks	Y2 Plane
	Table Tennis	Y3 – Y6	20	Mr. Harris	Library
	TTRS	Y3 – Y6	20	Mrs. Georgieva	Y3 Cedar
	Football	YR – Y1	30	Mr. J Meachen and Miss. Tweed	Y4 Ash
Tuesday	Arts and Crafts	YR – Y6	30	Mr. Needs & Miss. Tweed	Y6 Aspen
	Board Games	YR – Y6	20	Miss. Bhatti	Y1 Elm
	Computing	Y4 – Y6	20	Mrs. Layton & Mr. Williamson	Library
	Gymnastics	YR – Y6	30	Miss. Bewick and Mrs. Georgieva	Y4 Ash
Wednesday	Arts and Crafts	YR – Y6	20	Mrs. Thorn	Y2 Plane
	Choir	Y3 – Y6	20	Senior Leadership Team	Y2 Oak
	Just Dance	YR – Y6	20	Miss. Healy	Y3 Alder
	Football	Y2 – Y4	30	Mr. J Meachen	Library
	Yoga	YR – Y6	20	Miss. Gavin	Y4 Ash
Thursday	Arts and Crafts	YR – Y6	30	Miss. Bhatti and Mrs Georgieva	Y2 Oak
	Football	Y5 – Y6	30	Mr. A Meachen and Mr. J Meachen	Y6 Aspen
	Netball	Y3 – Y6	30	Miss. Tweed	Y4 Ash
	Science	Y2 – Y6	30	Miss. Ellison and Mrs. Layton	Y5 Sycamore



We appreciate that this is still a new system to you all and have therefore included some simple instructions below for you to follow.

- 1) Locate the '**Clubs**' section on Arbor which can be found under '**Activities**'.
- 2) Select a club in which your child is eligible to attend from the '**CHILD'S NAME can be registered for these clubs**' section.
- 3) Ensure there are sufficient funds on your child's account by clicking the **green** '**top up account**' button and follow the relevant steps. The cost for each Spring term club will be £16 as there will be 8 sessions at a cost of £2 each.
- 4) Once you have topped up your child's account, click the **green** '**register CHILD'S NAME for this club**' button.
- 5) Choose membership by selecting **Spring** and click '**next**'.
- 6) Select membership period by selecting **Mon, 8 January – Mon, 11 March 2024** (these dates are an example of a Monday club) and click '**next**'.
- 7) Select session interval by selecting **15:15/20 – 16:15** and click '**next**'.
- 8) The final step is to click the **green** '**register CHILD'S NAME for club**' button.

Should you have any questions or require any assistance, please do not hesitate to contact the admin team.

Yours faithfully,



Miss. Katie South

Lower KS2 Assistant Headteacher