



7th December 2023

Dear Families,

Re: After school clubs and 6 o'clock Club update

After a term's trial with BA Academy, we have decided to return to running our after school club in-house. Our service will not be disrupted. We will continue to offer after school clubs. This letter is just an update for all parents with booking information and our terms and conditions for the Spring term and beyond.

6pm Club

- 6pm Club will **cost £14 per session**. This includes:
 - 3.30-4.30 participation in whatever ACTIVITY is on offer (see after school club timetable)
 - 4.30pm – 5pm SNACK TIME (e.g., beans on toast, pasta, yoghurt, fruit)
 - 5pm – 6pm FREE PLAY (e.g., board games, outdoor activities, art, drawing or colouring activities, films)
- 6pm Club will operate from **Monday to Thursday** (there will be no 6pm club on Friday afternoons).
- Bookings and payments **must be made one week in advance (by Friday)**
- Last minute bookings can be made up until 2pm on the day the service is required, but you will be charged an additional £2.00
- Please pick up your child promptly at 6pm. If you arrive late after 6pm to collect your child, on more than one occasion, we will invite you to consider other childcare options.

4.30 pm Clubs

- Activity clubs will continue as usual and will **cost £6 per session**.
- For the Spring term these clubs will be as follows:

	Monday	Tuesday	Wednesday	Thursday	Friday
KS1	Arts & Crafts	French	Forest School	Football	Multi-Sports
KS2	Football	Gymnastics	Basketball	Knitting/Sewing	Multi-Sports

- Bookings for 4.30 club should be paid for and made in advance where possible but can be booked and paid for up until 2pm on the day the service is required.
- Please pick your child up promptly at 4.30pm. If you consistently arrive after 4.30pm to collect your child, we will invite you to consider other childcare options.

Bookings and Payments for clubs

- There will be no refunds for non-attendance for any after school service, unless there are exceptional circumstances
- All payments must be made on ParentPay. If you need any support with accessing or using ParentPay, please talk to Gineice in the School Office.
- Bookings for both '4.30pm' and '6pm' club can be made up until 2pm on the day.
- All bookings **must be paid in advance by 2pm**
- We reserve the right to withdraw our offer of a place at any of our clubs if a child's behaviour does not meet our expected high standards.

Bookings for January 2024 can be made from Wednesday 13th December via Parentpay.

Yours sincerely,

Jayne Mitchell
Executive Headteacher