

4th January 2012

Dear Parents and Carers,

Please find attached the clubs for this term which we are pleased to be able to offer as an extension to the school day, including new opportunities for Yoga, Guitar and French.

Where clubs are run by outside agencies who charge for sessions, parents should pay them directly and promptly please.

Whilst some school staff will be on site after school, the club is run by the leader, and school is not responsible for the children at these times. It is therefore essential that an application slip is completed for **each child for every club** which they would like to attend, **including an emergency contact telephone number**, so that these slips can be passed onto the leaders.

Club rules:

- All children must be met by a responsible person (parent/carer/named adult).
- Children must be collected **promptly** at the end of their club from the designated exit.
- No child will be allowed to leave the school without an adult **UNLESS** a signed parental letter authorising an unaccompanied walk home is received by the club leader at the start of the sessions.
- A high standard of behaviour is expected at all clubs. If more than one warning is given it will be referred to the Head and the child may be asked to leave.
- If a club has to be cancelled due to illness or bad weather parents will be advised by text.

What to do next:

- Complete a slip for each club which your child would like to do
- Put the slips in the yellow basket in the lobby by Friday morning
- Clubs start next week!

What we will do:

- Collate all reply slips on a first come basis, and make registers so that we can contact you in the event that a club is cancelled
- Give your child application forms where applicable for the clubs they want to join (this applies to football, dance, tatty bumpkin and chess), which are returned directly to the club provider.
- Inform you if your child has NOT got a place at their chosen club as places are limited for some.