

Parents will:

Prior to club starting, notify the school office of any planned non-attendance (even if you have informed the club leaders / class teacher).

Avoid telephoning or calling in to the school office whilst clubs are running (between 3.20pm – 4.20pm) for any non-urgent issues, so that our priority can be to contact parents where a child is not registered.

Important – please help us with the above, regardless of whether you have a child attending a club.

Send in payments for both internal and external clubs to the school office.

Take note of the correct dismissal point for your child's club and arrive promptly.

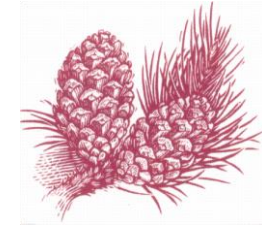
Respect that club places are allocated by the school and club leaders should not be contacted directly regarding place availability.

Ensure the school office is informed of any changes to contact numbers and be contactable on those numbers whilst the clubs are running.

Olympic & Paralympic values

- Respect – fair play; knowing one's own limits; and taking care of one's health and the environment.
- Excellence – how to give the best of oneself, on the field of play or in life; taking part; and progressing according to one's own objectives.
- Friendship – how, through sport (and activities), to understand each other despite any differences.
- Determination – the drive and motivation to overcome both physical and mental barriers in order to achieve your goals.
- Courage – having the self-belief and confidence to overcome adversity and face difficulty.
- Equality – showing respect and humility towards all those around you in the spirit of fair play.
- Inspiration – to be motivated by the achievements and actions of others and to be a positive example to others.

Elvetham Heath Primary School



After School Club Agreement

We want to make sure children are safe and enjoy the extra-curricular environment within school.

We have designed this agreement as a guide to expectations on all parties involved.

Parents, please discuss with your child which clubs they want to attend and share the information within this flyer to ensure that we are all aware of our responsibilities.

Please note that as more clubs are becoming available, we now have several dismissal points. It is important that pupil, parents and club leaders know where these are.

Thank you – have fun!

The school will:

Use a fair system to offer clubs to children, to ensure that all children can attend at least one club per term.

Advise parents and children as soon as possible if a club has been cancelled, using Parentmail or text / phone for short notice changes.

Support club leaders with any behaviour issues that may occur.

Prepare registers and when these are returned, promptly check to see if any unregistered child was absent or left during the day.

As a priority, make all endeavours to call parents using contact numbers provided to notify of non-registration of children.

Display dismissal points and ensure that all club leaders, pupils and parents are informed of them.

Pupils will:

Arrive promptly. Go to your club's meeting point directly from class.

If arriving late, go straight to the club leader before starting any activity, as you need to be registered. You may be asked to go to the reception desk if the register has already been returned.

Listen to the club leader if you are given instructions, this will help to ensure that you, and others, have an enjoyable session.

Under the guidance of the club leader when the club finishes, leave the school using the correct dismissal point.

Apply the Olympic and Paralympic values to your after-school activities:

Respect,	Excellence,
Friendship,	Determination,
Courage,	Equality,
Inspiration	– see details overleaf.

Club leaders will:

Take the register promptly and ensure it is returned to reception within 5 minutes of the club starting.

Please be aware it is the club leader's responsibility and taking the register cannot be delegated.

Know who you have in your club and where they are at all times.

Take note of the environment when changing for sporting events – children should not be directly in front of the external glass windows /doors.

Seek the support of the school with any behaviour issues that may occur.

Ensure that your club finishes promptly and that pupils are dismissed with care at the correct exit point, ensuring that you deliver them to a parent.

Not accept pupils until they have been formally added to the register by the school office.

Inform parents to enquire at the school office about available places.