



ELVETHAM HEATH PRIMARY SCHOOL

The Key, Elvetham Heath, Fleet, Hampshire, GU51 1DP

Headteacher: Mrs Megan Robinson, Dip.Teach, B.Ed, NPQH

22 June 2018

AFTER SCHOOL CLUBS AUTUMN TERM

Dear Parents

PLEASE NOTE THAT EXTERNAL FLYERS ARE NOT BEING SENT WITH THIS LETTER

Attached is a timetable and information for all clubs that will run from September to December 2018. There are a number of changes from last term so please note dates and times carefully. We are pleased to introduce a number of new clubs this term, please see timetable for detailed list (a description for each of the internal clubs can be found on the school website) <http://www.ehps.hants.sch.uk/extracurricular/club-timetables> We will start to process all on-time club applications for internal and external clubs on Monday 2 July 2018 and hope to inform you of the outcomes by the end of the week.

INTERNAL CLUBS - please do not enter any external club choices on this form

If your child would like to attend one of our internal after school clubs at a cost of £3.50 per week (except Cookery which will be £4.50 to cover ingredients), please complete and return the internal club form by **Friday 29 June 2018** at the latest, as follows:

- please complete **one form for each child (full name and class to be included)**;
- **only apply for a club relevant to their year group in September 2018**;
- if requesting more than one club on the same day, **ensure you put your 1st and 2nd choice**;
- if requesting an external club on the same day, please indicate this on the internal club form;
- if applying for a club your child has previously attended, please note the content is likely to be repeated;
- **do not send payment for internal clubs until you receive an invoice from us** which will confirm your child has a place.

Once you receive your invoice **payment should be made within 7 days**, failure to do so will result in reallocation of your child's place, if you no longer require the place, please tick the relevant box and return the form to the office to allow us to offer the place to somebody else. Please advise us if your child does **not** want to attend a club that has been allocated otherwise they may not get an offer next term.

EXTERNAL CLUBS – these forms can be collected from the library or downloaded from the website at <http://www.ehps.hants.sch.uk/extracurricular/club-timetables/> - PLEASE COMPLETE ONE FORM FOR EACH CHILD

Telephone: 01252 622205

e-mail: adminoffice@ehps.hants.sch.uk

website: www.ehps.hants.sch.uk



- please complete an external club flyer and return it to the school office;
- external forms should be returned with full payment **with the exception of SCL, Junior Soccer & Hockey** (if no payment is received for the other clubs, the form will be returned to you which could result in your child losing their place);
- **for SCL run clubs**, (Cricket (Y3-6), Multi-skills (Y1&2), Gymnastics (Y1&2) and Athletics (Y1&2), **Junior Soccer Y1 & Y2 and Hockey Y4-6** please complete and return the slip to the school office WITHOUT PAYMENT to express your interest, the relevant club provider will then contact you directly with on-line payment details, if you make an early payment without receiving confirmation first, you will risk losing your money;
- **do not contact club providers directly regarding allocation of places;**
- we will start to process external club places on Monday 2 July 2018, **your child's external club place will be confirmed by email. If the club is full, your slip and payment will be returned and your child will be added to the waiting list.**

All Clubs - If your child has previously been placed on a waiting list, they will take priority, but you do still need to complete and return a form by the deadline of **Friday 29 June 2018** to confirm that your child is still interested. Once waiting list places have been allocated, wherever possible, we will allocate a club for every child that has applied by the deadline. *Although we will put your child on a waiting list if they do not secure a place on the chosen club, we cannot guarantee they will be given a place next term as clubs are subject to change.* **Please make a note of the day and time of the allocated club**, many parents forget this by the time the club starts in September.

Yours sincerely

Michele Graves

Club Dates - Autumn Term

Clubs Start	Monday 10 September 2018
PARENTS' EVENING – NO CLUBS	Week commencing Monday 15 October 2018
Half Term – NO CLUBS	Week commencing Monday 22 October 2018
All Clubs Start	Week commencing Monday 29 October 2018
Clubs Finish	Week commencing Monday 3 December 2018



Please complete ONE SLIP PER CHILD

CHILD'S NAME: _____ **CURRENT CLASS/YEAR:** _____

YEAR GROUP IN SEPTEMBER: _____

INTERNAL CLUB CHOICE (please complete according to their year group in September 2018)

If applying for more than one club on the same day, please clearly mark your 1st and 2nd choice

- | | |
|---|--|
| <input type="checkbox"/> Art/Drawing Y2 (Monday)
<input type="checkbox"/> Art/Drawing Y3 (Tuesday)
<input type="checkbox"/> Board Games Y5&6 (Monday)
<input type="checkbox"/> Book Club Y5&6 (Thursday)
<input type="checkbox"/> Choir Y2 (Monday)
<input type="checkbox"/> Code Club Y4 (Thursday)
<input type="checkbox"/> Cookery Y6 (Monday) | <input type="checkbox"/> Creative Writing Y4 (Tuesday)
<input type="checkbox"/> Hama Beads Y1 (Tuesday)
<input type="checkbox"/> Lego Y2 (Tuesday)
<input type="checkbox"/> Maths Club Y5&6 (Thursday)
<input type="checkbox"/> Netball Y2 (Tuesday)
<input type="checkbox"/> Science Y2 (Tuesday)
<input type="checkbox"/> Sketching Y5&6 (Tuesday) |
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AUTUMN TERM AFTER SCHOOL CLUBS

THE AFTER SCHOOL CLUB AGREEMENT, DETAILED INFORMATION ON CLUBS/DAYS AND DISMISSAL POINTS ARE ALL ON OUR WEBSITE

May we ask that you make a note of all the details for the clubs you have applied for, if you do misplace it, the information can be found on the website <http://www.ehps.hants.sch.uk/extracurricular/club-timetables/>, PLEASE do check here if you have not kept a note of your child's club(s).

INTERNAL CLUBS

1. No payment is required at this stage, just complete your slip and return it to the school office no later than **Friday 29 June 2018**. Please note this is an earlier deadline to enable us to allocate and inform you of club places as soon as possible. Slips returned later than Friday 29 June 2018 will be dealt with after the main allocation, where spaces are available.
2. A letter will be sent to you confirming the internal club your child will be attending and payment will then be requested.
3. PLEASE return the form to confirm that payment has been made or to advise us that your child no longer requires the place. Failure to communicate with the school could result in club places not being allocated next term.
4. Refunds will not be issued if a club has to be cancelled, or a child does not attend regularly. We will endeavour to arrange an alternative day, however this is not always possible.
5. On-time applications will be offered firstly to children who are on the waiting list and then those who have **not** previously attended the club.
6. Children are expected to attend each session for the duration of the club. If a child is in school but misses two consecutive days, we will remove them from the club and refer to the waiting list.
7. If any club has a high number of applications it may be split into half termly groups to enable as many children as possible to secure a space.
8. Please see the timetable for the term start and end dates of clubs.
9. If there are any changes to the advertised schedules we do our best to notify you as soon as possible, and will use a variety of ways to do this, by sending out a Parentmail note, a text message or a note home in children's book bags. Children can check on the information screen in reception which is regularly updated.
10. If your child is unable to attend their club on any day, you must contact the school office before the club starts.
11. Membership of any of our after school clubs is dependent on good behaviour. Any inappropriate behaviour will result in your child not being allowed to continue with the club. Please refer to the After School Club Agreement form. This form and other club information can be found on our website.

Please ensure that someone is at the dismissal point to pick up your child **promptly** at 4.15pm for KS1 and 4.20pm for KS2, PLEASE CHECK THE TIMETABLE AS SOME CLUB TIMES DO VARY. Children will be dismissed from either the main entrance doors, Y5 & Y6 shared area or the school hall doors. You will be sent a copy of the dismissal points for each club with your allocation letter to identify the correct pick up point.

EXTERNAL CLUBS

If your child is wishing to join an external club, the appropriate slip of the required club must be completed and returned with payment to the school office, **no payment needed for SCL run clubs, Junior Soccer or Hockey***. For all other clubs, if payment is not attached the external club will not accept the application and your child will subsequently lose their place.

Please Note: We will endeavour to confirm your child's place for their external club(s) via email. If the club is full, your form and payment will be returned to you and your child's name will be added to the waiting list. Please do not contact external club providers directly regarding allocation of places, as this is carried out by the school to ensure every child has the chance to attend the club of their choice, at least once during the school year.

*For SCL clubs, Junior Soccer and Hockey you are requested to return the booking form to school expressing an interest and once allocations have been processed, the providers will contact you directly with details of how to make an on-line payment. Please DO NOT make a payment until you hear from the club providers, otherwise you risk losing your money.

CLUBS SEPTEMBER – DECEMBER 2018

	<u>CLUB</u>	<u>YEAR GRP</u>	<u>INT/EXT</u>	<u>CLUB LEADER</u>	<u>TIME</u>	<u>START DATE</u>	<u>DISMISSAL POINT</u>
MON	ART/DRAWING	Y 2	INTERNAL	MRS BRYANT-JONES	3.15-4.15	MON 10/9	3
	BOARD GAMES	Y 5&6	INTERNAL	MISS CRUMMAY	3.20-4.20	MON 10/9	3
	CHESS	Y 3-6	EXTERNAL	DR J UPHAM	3.20-4.20	MON 10/9	1
	CHOIR	Y 2	INTERNAL	MRS HARDY/ MISS ORCHARD	3.15-4.15	MON 10/9	4
	COOKERY	Y 6	INTERNAL	MRS ROBINSON/ MR BRITT	3.20-4.20	MON 10/9	4
	CRICKET	Y 3-6	EXTERNAL	SCL	3.20-4.20	MON 10/9	2
	JUNIOR SOCCER	Y 1	EXTERNAL	MR S FINN	3.15-4.20	MON 10/9	1
	ZUMBA/STREET	Y 1&2	EXTERNAL	MISS C FANNING	3.15-4.15	MON 10/9	2
TUE	ART/DRAWING	Y 3	INTERNAL	MRS COOKE	3.20-4.20	TUE 11/9	4
	CREATIVE WRITING	Y 4	INTERNAL	MISS REECE	3.20-4.20	TUE 11/9	3
	GYMNASTICS	Y 1	EXTERNAL	SCL	3.15-4.15	TUE 11/9	2
	HAMA BEADS	Y 1	INTERNAL	MRS MARTIN	3.15-4.15	TUE 11/9	1
	LEGO	Y 2	INTERNAL	MRS RAPLEY	3.15-4.15	TUE 11/9	3
	NETBALL	Y 2	INTERNAL	MISS AYRE	3.15-4.15	TUE 11/9	2
	NETBALL	Y 5&6	EXTERNAL	HART NETBALL	3.20-4.20	TUE 11/9	4
	SCIENCE	Y 2	INTERNAL	MR BARRETT/ MRS PAGE	3.15-4.15	TUE 11/9	4
	SKETCHING	Y 5&6	INTERNAL	MRS HUNT	3.20-4.20	TUE 11/9	3
	TENNIS	Y 3-6	EXTERNAL	ACESTARS	3.20-4.20	TUE 11/9	1
WED	DODGEBALL	Y 3-6	EXTERNAL	PREMIER SPORTS	3.20-4.20	WED 12/9	2
	HOCKEY	Y 4-6	EXTERNAL	MRS A COTTEE	3.20-4.20	WED 12/9	3
	JUNIOR SOCCER	Y 2	EXTERNAL	MR S FINN	3.15-4.20	WED 12/9	1
	MULTI SKILLS	Y 1&2	EXTERNAL	SCL	3.15-4.15	WED 12/9	4
	RIOT SQUAD	Y 3&4	EXTERNAL	MS TZANETIS	3.20-4.20	WED 12/9	1
	ZUMBA/STREET	Y 3-6	EXTERNAL	MISS C FANNING	3.20-4.20	WED 12/9	2
THU	BOOK CLUB	Y 5&6	INTERNAL	MRS PASCOE	3.20-4.20	THU 20/9	3
	CODE CLUB (ICT)	Y 4	INTERNAL	MR MAUNDERS	3.20-4.20	THU 13/9	1
	DRAMA	Y 4-6	EXTERNAL	RED STARS	3.20-4.20	THU 13/9	2
	GYMNASTICS	Y 2	EXTERNAL	SCL	3.15-4.15	THU 13/9	2
	MATHS	Y 5&6	INTERNAL	MR DINNIIN	3.20-4.20	THU 13/9	4
	RUGBY	Y 3-6	EXTERNAL	PREMIER SPORTS	3.20-4.20	THU 13/9	1
FRI	ATHLETICS (INSIDE)	Y 1&2	EXTERNAL	SCL	3.15-4.15	FRI 14/9	2
	ATHLETICS	Y 3-6	EXTERNAL	MR A LOTT	3.20-4.20	FRI 14/9	4
	R'DING FOOTBALL	Y 3-6	EXTERNAL	READING FC	3.20-4.20	FRI 14/9	1
	RUGBY	Y 1&2	EXTERNAL	PREMIER SPORTS	3.15-4.15	FRI 14/9	3

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Dismissal Points

1 = Library	2 = Hall	3 = Year 6	4 = Year 5
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