

Dear Parents and Carers,

## **SPRING TERM ENRICHMENT CLUBS**

**Please ensure you read this letter carefully before you sign up**

These clubs are provided to enrich the school curriculum with extra-curricular opportunities that extend children's knowledge and understanding and help to improve their skills in a range of artistic, creative, and sporting opportunities.

Please note for the spring term, Enrichment Clubs will run from **Monday 13<sup>th</sup> January - Friday 28<sup>th</sup> March**. There will be no clubs on the following dates: **Monday 17<sup>th</sup> February – Friday 21<sup>st</sup> February**.

You will see from the timetable that there is a fantastic range of clubs for the spring term.

When selecting your child's Enrichment Club, **please only book a club that your child will enjoy and want to participate in.**

### **Instructions – Please read these before you book**

Clubs will be released onto **Arbor for Pupil Premium families and SEN families** to book their clubs on **Monday 9<sup>th</sup> December at 7pm**.

Clubs will be released onto **Arbor** for all parents on **Wednesday 11<sup>th</sup> December at 7pm** and will be closed **Wednesday 18<sup>th</sup> December**.

**The Payment needs to be received by the school by the 10th of January 2025.**

**Whilst we are still using ParentPay as our ONLINE payments.' We are pleased to inform you that in the spring term we are accepting Childcare vouchers and Tax-Free Vouchers**

**Clubs require a full term's commitment; we are unable to issue refunds once clubs are paid for.**

It is extremely important that you consider very carefully the clubs you wish to book – as there is a maximum of 2 classes per child until everyone has been allocated and only then if spaces available can you book more.

Clubs run by external agencies **are highlighted in yellow on the timetable**. If you wish to book a space for your child on a club run by an external tutor, you will need to **book and pay directly** to the company. [More details here.](#)

**Outdoor/sports clubs** – if your child chooses one of the outdoor sports clubs, please ensure your child/ children's bring appropriate clothing and footwear with them on the day of their club.

## Terms & Conditions

Spaces are limited. If you go on-line and cannot see a specific club, this means the club is no longer available.

Applications will not be accepted from parents/carers with outstanding school debts on their ParentPay account.

You must apply for enrichment clubs each term. Clubs are not rolled over from previous term.

We may cancel classes due to low numbers. If a class is cancelled, parents/guardians will be notified prior to the intended start date, and the fee will be refunded.

If a session is cancelled due to an emergency, we will try where possible to provide another tutor or make the class up at the end of the term.

If we have to cancel a single session due to extreme weather or circumstances beyond our control, no refunds will be made.

If a child's behaviour in a club does not meet the school's high expectations for pupil behaviour, more than once, and disrupts other club members, they will lose their place in that club and the cost will not be refunded.

Children must be signed out. If you would like your child to walk home independently you must sign the 'Walking to/from School Policy' (this is available from the school office).

Kilmorie Primary School is committed to safeguarding. All personnel engaged for the provision of enrichment clubs have undergone an enhanced DBS check.

## Collection of your children

All children are to be collected on time, please wait patiently in the playground for the tutors to bring the children down. **If you are late on 2 occasions your child will be withdrawn from clubs for the remainder of the term.**

I hope this clarifies any questions you have and look forward to your children either continuing or starting to enjoy the broad the range of enrichment clubs we offer.

Do please remember, you can always ask if something is not clear. Please can you direct all questions and queries to [enrichment@kilmorie.lewisham.sch.uk](mailto:enrichment@kilmorie.lewisham.sch.uk)

Yours Sincerely,

Enrichment Team