



Dear Parents and Carers,

Spring Term 2024 ENRICHMENT CLUBS

Please ensure you read this letter carefully before you sign up

When selecting your child's Enrichment Club, **please only book a club that your child will enjoy and want to participate in.** These clubs are provided to enrich the school curriculum with extra-curricular opportunities that extend their 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 15th January to Friday 22nd March.** There will be no clubs on the following dates:

- Monday 12th - Friday 16th February 2024 (Spring Term Half Term)

You will see from the timetable that has been sent out last week, as always, there is a fantastic range of clubs for the spring term.

Instructions – Please read these before you book

Clubs will be released onto **Arbor** for all parents on **Monday 18th December at 7pm.** Payments will **NOT** be required until confirmation of club booking has been sent by school office.

A Wufoo form for **Pupil Premium families** to book their clubs will be sent during the day on **Monday 18th December.**

Confirmation of bookings and payment requirement will be sent to all parents on **Monday 8th January.**

Whilst we are still using ParentPay as our ONLINE payments' system, we unfortunately are unable to accept childcare vouchers for activity clubs. *However, we are looking into seeing if this can change for the summer term - please ask if you need help with booking clubs.*

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.

Clubs run by external agencies **are highlighted in yellow on the timetable.** If you wish to book a space for your child which is 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 they 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.

Clubs require a full term's commitment; we are unable to issue refunds once clubs are paid for, unless under exceptional circumstances.

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 in the autumn term enjoying 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

Yours Sincerely,

Benita Henry
School Business Manager