

After School Clubs

Parents/carers must sign and return club consent within the designated timescale.

Parents will be informed via child's book bag prior to the club's start date as to whether they have been successful or unsuccessful in gaining a place in their chosen club(s).

It is the parent's/carer's responsibility to contact the school office prior to the club start date if they have not received notification as to whether their child/children have been successful or unsuccessful in gaining a place in their chosen club(s).

If a child has been successful in gaining their club place(s), it will be the parent's/carer's responsibility to notify the school in writing, via email or verbally, if their child will be absent from the club.

Class club registers will be taken by the class teacher first thing in the morning to confirm attendance. All children will be expected to attend clubs unless a parent/carer has notified the school. If no notification has been received the child will remain in school.

Designated school staff will transfer information from class club registers to the main club register.

At the end of the school day, children will go to the designated class where the main club register will be taken to ensure all children are present. If a child is missing, activities will not begin until they have been located.

At the end of the club, children will be released by the club organiser to a parent/carer or another designated person. Your child will only be released to another person if the school has been notified by the parents/carers.