

Enrichment Clubs: Autumn Term 2025

Dear Parents / Carers,

How to Book Enrichment Clubs

- Please refer to the timetable to see how to book each club. Some clubs will be available to book via Arbor and others will need to be booked directly with the club provider.
- Bookings for clubs on **Arbor will open on Monday 7th July at 8pm.**
N.B. Please be aware that clubs managed by outside providers may be available to book earlier or later. Although we ask that they align with our booking date and time, this is not always possible. Please check directly with the provider.
- Spaces in clubs are limited and will be allocated on a first come first served basis.
- If you would like to be added to the waiting list for a club, please contact the club provider or if booked via Arbor, contact the School Office.
- If insufficient children sign up to a particular club, the club will not go ahead and we will let you know in advance.
- **Pupil Premium:** If your child is eligible for Pupil Premium, please email the school office no later than **Friday 4th July at 9am** to request a booking for your child. Please provide three choices in order of their preference.

Payments

- For clubs available to book via Arbor, payment will be required at the time of booking. Your child will not be considered registered until payment is made.
- Payments for other clubs booked directly with the club provider will be paid upon booking, unless otherwise specified.

Conditions of Club Attendance

It is vital that parents, carers and children understand the following conditions:

- All clubs, with the exception of Animation, will run from **3.30pm – 4.30pm**. Children must be collected at 4.30pm from the Crystal Palace Playground. Animation Club will run from 3.30-5pm and children should be collected from the School Office at that time. We do not have staff available to look after your child if you are late and it can be upsetting for the children who are not collected on time. Therefore, failure to pick up your child on time could, unfortunately, result in him or her losing their place in the club.
- It is not required for children to bring a snack. If you do wish them to, children in KS1 should only bring a very small snack such as a piece of fruit. Please also ensure they have a water bottle.
- Good behaviour is a vital condition of club membership. Poor behaviour places an unreasonable burden on the club tutors, and creates a negative experience for the other children. If children struggle with their behaviour at the end of the school day at their club, we may contact parents/carers to inform them that their children are no longer able to attend as it is not in their best interest. We hope this will not be necessary.

Thank you for your support and we hope your child enjoys their time at their chosen club next term.

Yours sincerely,

Elizabeth Cameron-Cooper
Administrative Officer

