

The Downs Primary School and Nursery

The Hides, Harlow, Essex, CM20 3RB.

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Friday 6th September 2019

Dear Parents/Carers,

AFTER SCHOOL CLUBS – Autumn Term 2019

We will be continuing to run after school clubs during this term. Clubs will begin the week beginning **Monday 16th September 2019** and will run for **10 weeks** until the week ending **Friday 6th December 2019**. **PLEASE NOTE THERE WILL BE NO CLUBS WEEK COMMENCING 21st OCTOBER.**

All after-school clubs run by the school will be charged for at a rate of £2 per session (except Choir). This is so that we can buy the necessary resources and pay school staff who are willing to give up their time to run some fantastic activities for your children. **Please note: once your child has paid for and has started to attend a club, no refunds can be given.**

All after-school activities will run from 3.15pm to 4.30pm, except choir which runs from 3:15pm-4:00pm. Parents and carers will be expected to collect their children at 4.30pm. At the end of the school day, school staff will ensure that children are taken to their activity. When clubs end, at 4.30pm, we ask all parents/carers to collect from outside the green gate by the main school reception – all children will be taken there by the club leaders. **Please note that the Greenhills Gate will not be open.**

If you would like your child to take part in any of the activities on offer you will need to come to the school library to register and pay for activities on the following days and times:

Wednesday 11th September at 8.30am and 3.00pm

Thursday 12th September at 8.30am and 3.00pm

Your child can register and pay for an activity, it is not necessary that an adult accompanies them. Please also note, you may need to queue for a little while, so please be patient.

Places for activities will be allocated on a first-come, first-served basis, so to avoid disappointment, parents and carers should register for clubs as soon as possible. We expect demand for places to be high. Please bring payment with you.

The activities are listed on the back of this sheet, detailing what is available on the different days and the year groups they are suitable for. **You will notice that clubs run by Premier Sports are dealt with separately – please use the booking information attached.**

Kind regards,

Ms Jeanette Allen
Headteacher

Miss Sam Weekly
Deputy Headteacher

These are the activities on offer to your children:

Day:	Activity:	Led By:	Year Groups:	Cost
Monday	Art and Craft	Mrs Raeburn & Mrs Whitelegg	Years R, 1, 2, & 3	£20
	Girls Football	Mrs Adams	Years 5 & 6	£20
	Football	Mr Carver	Years 3, 4, 5 & 6	£20
Tuesday	Get Fit with Mr Carver	Mr Carver	Year 1, 2, 3 & 4	£20
	Choir	Mrs Stammers & Mrs Brannon	Years 3, 4, 5 & 6	FREE
Wednesday	Origami	Mrs Yoshitake-Thatcher	Years 3, 4, 5 & 6	£20
	Sewing	Mrs Paveley	Years 2,3,4,5 & 6	£20
	Cooking	Mrs Whitelegg & Mrs Mombo	Years 4, 5 & 6	£20
Thursday	ICT/Homework	Mrs Mombo	Years 2,3,4,5 & 6	£20
	Cookery	Mrs Whitelegg & Miss Raeburn	Years 1, 2 & 3	£20
Friday	Ball Games (Handball, Basketball etc)	Premier Education	Years 4, 5 & 6	See below
	Chess	Mr Carver	Years 3, 4, 5, 6	£20

Please note that the costs detailed in the table above are for the **10 weeks from Monday 16th September to Friday 6th December 2019.** (There will be no clubs the week commencing 21st October 2019.) Parents and carers are expected to pay in advance. Refunds will not be given if a child decides that they no longer wish to attend an activity.

We hope that your children will continue to enjoy the activities on offer – we look forward to seeing you to register for the activities.

How to Book and Pay FOR BALL GAMES (e.g. Handball and Basketball) Please note the dates will be different from those stated above (see on the website)

1. Visit our website - www.premier-education.com
2. Right hand side of the page you will see '**Book Now**'
3. Enter the postcode CM20 3RB
4. Search results will show '**School**' and a list of courses
5. Click on '**view venue** for the course you require
6. Click '**Book Now**'
7. Either log in if you have booked with us before or register a new account
8. Enter the details of the child attending, and the date you wish them to attend and click '**continue booking**'
9. Update or confirm your contact details and click '**continue booking**'
10. **CONGRATULATIONS!** You are now booked, you will receive a confirmation email shortly after booking.