



ELLEN WILKINSON

Primary School

11 SEPTEMBER 2023

Dear Parents/Carers

AFTER SCHOOL CLUBS - AUTUMN TERM 2023

Here are details of the Autumn Term After School Clubs that we will be running. Many clubs have changed from last term - please check the new information attached.

The following information is very important so please read it if carefully 👍

When will After School Clubs start ?

All after school clubs will start from Monday 18th September 2023. All clubs will run for 10 weeks but please note that some clubs will finish before others (due to planned school events).

How much to After School Clubs cost ?

The cost of each club is £5.00 per session, per child. This means for each club that your child attends it will cost £50 for the 10 week block.

Do I have to pay if my child is eligible for Free School Meals?

Unfortunately, yes. We provide a 50% discount to those on Free School Meals. This will reduce the cost to £2.50 per club (£25 for each 10 week club).

How do I know if I am eligible?

- You can confirm your eligibility by visiting <https://www.newham.gov.uk/schools-education/free-school-meals/2>
- When you go on Parentmail you will only see the clubs that your child can attend for their age and also the rate at which they will need to pay. Once all Free School Meal places have been sold, you may still purchase a place for that club but it will have to be at the full price rate (£5.00 per session).
- If you think you are eligible for the lower rate but this is not showing, please contact Miss Baker.

How does it work?

- **ALL PURCHASES WILL BE ON A FIRST COME / FIRST SERVED BASIS AND PAYMENT MUST BE MADE AT THE TIME OF BOOKING. - NO PAYMENT = NO CLUB.**
- You must pay for a minimum of 10 weeks per club upfront (at the time of booking).
- There will be no refunds for illness, non-attendance or for attending only a few sessions.

How do I book?

- It will run on a similar basis as to how we run Parents Evening. Everything will be run through our **Parentmail App**.
- All Clubs will go live to purchase on **WEDNESDAY 13TH SEPTEMBER 2023 at 8.00AM.**
- You will be able to reserve a club place for your child(ren) for a maximum of 20 minutes only.
- Once you have selected the club(s) for your child - choose "Add to Basket" for each club and it will reserve the place and put it into your Parentmail basket - the space will only be held for a maximum of 20 minutes..
- If you do not pay for the club booking(s) within 20 minutes - the place(s) will be released back into the booking system and other parents will have the chance to purchase them.
- If club places sell out initially - try again in about another 20-30 minutes, as some parents may not have completed their purchase in time and those spaces will have been released back into the booking system.

What club places are on offer?

Our After School clubs are for Years 1 to 6. Please discuss with your child their options and the clubs they may want to attend. A list of the clubs that are available and the number of spaces for each club are at the end of this letter.

Can my child attend more than one club per day?

No - Your child can only attend a club within their age range and you can only purchase one club per day for each child. Your child can attend up to 5 clubs but only one per day (subject to availability). **Remember - only book one club per day per child.**

Ellen Wilkinson Primary School, Tollgate Road, London E6 5UP

Tel: 020 7511 9414 Email: info@ellenwilkinson.newham.sch.uk

Head Teacher: Sue Ferguson



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What are the dates and times of clubs?

- All clubs run for 1 hour from 3.30pm until 4.30pm.
- All club dates can be found at the end of this letter.
- You will notice that due to certain events during the term (events such as Parents Evening and the Winter Fayre) this will mean that not all clubs will finish during the same week.
- Please ensure you note which dates your clubs are planned to run on.
- **It is your responsibility to ensure that you are aware when each club will run / not run.**

What if all places for the club I want have been sold?

- If all places have been sold for the club(s) that you want, you can add your child's name to it's waitlist.
- You can add yourself to a waitlist on the Parentmail Screen when you try and buy a place for a sold out club. The system will offer you the chance to add your child's name to the waitlist at that time.
- We will try to increase the capacity of some clubs (where we can) should demand exceed supply. However, for certain clubs this may not be possible.
- Also, if there are any unsold Free School Meal places left unsold after 72 hours of the clubs going live, then these will be made available to those who are club waitlist(s). **HOWEVER** - it is highly likely that your child will only get a place (if on the waitlist) if another child drops out or a purchase is not made in time.

What happens to those on the waitlist(s)

If you put your name onto the waitlist for a club, we will contact you on **Monday 18th September or Tuesday 19th September 2023**, if we are able to create further places.

If we do not contact you on those dates then we are sorry but ALL waitlist applications have been unsuccessful - all club places have been sold.

What happens if all club places have been sold and my waitlist application is unsuccessful?

Check to see if there is another club being run at the same time / same day that your child could attend (there may be still some spaces). If there are no other clubs that suit your needs then you will need to make alternate arrangements for your child (especially if you are using clubs for childcare).

What happens if not enough children apply for the club?

If a club does not have a minimum number of children attending then it will not run. We will refund any monies paid if this happens.

How will I know if my child has got a club - their place(s)?

Once you have made your payment you will receive a receipt - this is your confirmation that your child has a place for the club that you have purchased. We will also email you during next week to confirm the club dates / session times. If you want to know these dates now then they are listed under each club at the bottom of this letter.

How do I collect my child?

Details of how and where to collect your child will be sent to you. Please make sure you collect your child on time (4.30pm). Failure to do so may result in them being stopped from attending after school clubs.

My child missed a session or no longer wants to attend, can I get my money back?

All outstanding sessions were delivered in the last term. Once you have agreed and paid for a club **there are no refunds if your child no longer wishes to attend**. We have committed as a school to paying for these clubs and providing a place for your child - so no money can be returned in any circumstance.

Cancellation of Clubs

We will limit this happening where it is possible to do so (if we have appropriate staff who can cover the session etc). If the club does need to be cancelled because the person who runs it is unavailable (and there is no cover) then we will let you know as soon as possible. Unfortunately sometimes this could be on the day of the club. We will arrange for a replacement date/session if this regrettably has to occur.

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What if I need clubs to run after late November 2023?

Currently we are not planning on running any clubs after 30 November (for Monday to Thursday clubs) due to other events that are happening in and around the school after that date (Xmas Discos - Winter Fayre etc).

We will review (after the October half-term) whether we can run some ad-hoc After School Clubs in the last 3 weeks of December - subject to there being staff, time and building space, as well as demand!

PLEASE START TO THINK ABOUT MAKING ALTERNATE ARRANGEMENTS FOR THOSE LAST 3 WEEKS = IN CASE WE CANNOT OFFER YOU ANYTHING - this applies only to those attending Monday to Thursday clubs.

Those who are booking and attending Friday Clubs (your clubs will finish later in the term compared to others) so the above may not fully apply to you.

I have more questions, who can I speak to?

If you have any further questions please do not hesitate to contact the main office and ask for Julie Baker, our Senior Learning Mentor, who will be happy to help - or approach her on the school gate at the end of the day. You can also email info@ellenwilkinson.newham.sch.uk.

Yours sincerely

Janice Owen-Amadasun
Headteacher (Acting)

ALL AVAILABLE CLUBS FOR THE AUTUMN TERM ARE ON THE NEXT PAGE.

REMEMBER YOU CAN START BOOKING THEM FROM WEDNESDAY 13TH SEPTEMBER 2023 at 8.00AM



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Day	Years	Club	Further information	Places	Led by
Monday (Club will run 18/09, 25/09, 02/10, 09/10, 16/10, 23/10 - closed half term - then 06/11, 13/11, 20/11 + 27/11) NO SESSIONS AFTER 27/11	1, 2 & 3	Dodgeball	<i>Quick mover - can get out of the way ? Play Dodgeball !</i>	20	OUTSIDE PROVIDER
	3, 4, 5 & 6	Chess	<i>Learn how to play as a beginner or refine your moves as an experienced player. there may be opportunities for inter school competitions</i>	20	OUTSIDE PROVIDER
	4, 5 & 6	Science	<i>Find out more about the world around us and how amazing it is! You will make things this term</i>	20	SCHOOL STAFF
Tuesday (Club will run 19/09, 26/09, 3/10, 10/10, 17/10, 24/10 - closed half term - then 7/11, 14/11, 21/11 + 28/11) NO SESSIONS AFTER 28/11	4, 5, & 6	Multi-Sports	<i>Which sport(s) will we try ?</i>	20	OUTSIDE PROVIDER
	1, 2, 3, 4, 5 & 6	Singing / Choir	<i>Are you the next Adele or Robbie Williams ? Come and join - you may even have a chance to perform at the Winter Fayre !</i>	20	SCHOOL STAFF
	3, 4, 5 & 6	Imagination/ Coding / Robotics	<i>Want to learn all things techie ? Learn how to become the next Steve Jobs or Bill Gates.</i>	20	SCHOOL STAFF
	4, 5 & 6	Hockey	<i>"Jolly hockey sticks" learn basic skills and how to play hockey</i>	20	OUTSIDE PROVIDER
	2, 3, 4, 5 & 6	Homework & Learn Online	<i>Need some help with your homework or need to talk to someone about your learning</i>	30	SCHOOL STAFF
Wednesday (Club will run 20/09, 27/09, 4/10, 11/10, 18/10, 25/10 - closed half term - then 8/11, 15/11, 22/11 + 29/11) NO SESSIONS AFTER 29/11	1 & 2 ONLY	Phonics	<i>Expand your understanding through Phonics</i>	30	SCHOOL STAFF
	4, 5 & 6	Football	<i>Learn basic football skills and fitness. Practice for possible selection to the school team</i>	20	OUTSIDE PROVIDER
	1, 2 & 3	Dance	<i>Get up and keep fit - possibly help the school start its own DIVERSITY dance group ?</i>	20	SCHOOL STAFF
Thursday (Club will run 21/09, 28/09, 5/10, 12/10, 26/10 - closed half term - then 9/11, 16/11, 23/11, 30/11 + 7/12) No clubs on 9/11 (parents eve) and NO SESSIONS AFTER 7/12	4, 5 & 6	Basketball	<i>Throw some balls through some hoops - remember how to dribble ?</i>	20	SCHOOL STAFF
	1, 2 & 3	Football	<i>Soccer skills - World Cup 2038 awaits...- Are you the next Ezri Konza (who plays for Aston Villa - he went to EWPS !)</i>	26	SCHOOL STAFF
	3 & 4 ONLY	Maths	<i>1+1 is a bit easy - try something that's a little bit harder, or review what you have already learnt !</i>	20	SCHOOL STAFF
	3, 4, 5 & 6	Art	<i>Pens, Pencils and crayons at the ready !</i>	20	OUTSIDE PROVIDER
Friday (Club will run 22/09, 29/09, 6/10, 13/10, 20/10, 27/10 - closed half term - then 10/11, 17/11, 24/11, 1/12) NO SESSIONS AFTER 1/12	1, 2, & 3	Multi-Sports	<i>What will be this week's sport ?</i>	20	OUTSIDE PROVIDER
	4, 5 & 6	Martial Arts	<i>Get fit and self discipline with Mr Horne</i>	20	SCHOOL STAFF
	5 & 6 ONLY	Maths	<i>Freckle and TT Rock programmes - Start hitting those targets and rewards / certificates!</i>	20	SCHOOL STAFF
	4, 5 & 6	Gymnastics	<i>Roll, tumble, spring and flip - here's a chance to crash on a mat !</i>	20	OUTSIDE PROVIDER