

1 December 2025

Dear Parents and Carers,

Spring Clubs

We are pleased to let you know that a variety of after-school clubs will be running in the Spring term, starting the week beginning Monday 12 January and finishing the week beginning Monday 23 March. Please see the attached flier for exact start and finish dates for each club. All clubs start at 3.15pm and finish at 4.00pm.

Costings and how to book

Each club session will cost £2.50 per week. If your child would like to join a club, please complete the form using the link below **by Sunday 7 December at 5pm.**

Club Sign-Up Form

When completing the form, please choose one club for your child's first choice and one club for their second choice. Do not select more than one club for each choice. <https://forms.gle/UTquqxTfAHkUfsbN8>

How will I know if my child has a place?

You will receive an email to confirm your child has been allocated a place by Wednesday 10 December 5pm. Once confirmed, you'll be able to make payment via SCOPay. **Please note your child's place will only be secured once payment has been received. Full payment must be received by Sunday 4 January 5pm.**

If your child is entitled to Pupil Premium and you would like them to attend a club, please speak to the school office before Monday 8 December.

Places are allocated in the order of response forms received. If your child does not get a space, they will be put on a waiting list and we will contact you when a place becomes available.

What happens if a club is cancelled?

If a teacher is absent or attending training, we will do our best to run the club with another member of staff. If we need to cancel a session, you can either request a refund at the school office or have the amount credited to your child's SCOPay dinner account.

Yours sincerely

School Office