

Cost

The cost of each club now varies depending on the club. These can be found on the club timetable.

Payment

we are asking parents to make a commitment to their child's place by paying for the full term (10 weeks) before their child's place is guaranteed. Once you have been given a provisional place slip you will need to take that slip on the dates specified below to pay and secure your child's place. A provisional slip does not mean your child has a place. If you cannot attend that day please make the necessary arrangements to ensure payment. All monies paid are NON- REFUNDABLE.

Clubs and Childcare

The purpose of After School Clubs is an opportunity for children to gain an extra set of skills that may not be available to them in the curriculum during school times. We try our best to accommodate working parents but it is important to note that if your child is not allocated a club for the days you need, you will need to make other arrangements.

Times and Dismissal

All clubs begin at 3.15pm and end at 4.30pm. Children are taken to their clubs by staff and dismissed in the South Playground NOT inside the building.

Lateness

Children who are not picked up by 4.30 will remain with their club leader until 4.45 latest. There are NO staff available after this time to look after your child. If you are late to pick up your child more than 3 times in any of their clubs, your child will lose their places for that term and in the future.

Behaviour

Children are expected to respect school rules at all times during clubs. If any child fails to do so they may automatically lose their places in ALL clubs.

Health and Safety

The gates will open at 4.25 to allow you to pick up your children. Children will be waiting with their club leaders. You must let the club leader or Mrs Gilbert know you are taking your child. If your child is being picked up by someone else Please inform Louise Gilbert or Phoebe beforehand.

Clothing

If your child is given a place in a sports club, they must bring in suitable clothing and footwear.

Further Information

You can find Mrs Gilbert most days in the playground before and after school or email Phoebe on

Clubs@melcombeprimary.com

We ask politely that you DO NOT enter the office in the morning with club related issues as it is very busy and you will not be attended.

Please do not hesitate to contact us and we will help in the very best way we can.

Kind Regards,

Louise Gilbert and Phoebe Wight
Extended day leaders