



Randal Cremer Primary School

After School Clubs: 2016–2017

Our aim at Randal Cremer is to provide a wide range of after school clubs for all children from year 1 to year 6. We also want to encourage children to develop friendships between the different age groups, work together co-operatively and develop their talents and interests.

Organisation of clubs

- All clubs start during the second full week of the autumn, spring and summer terms and during the first week back after half-term breaks.
- Clubs do not run during the final week of Terms.
- After-school activities usually run from 3.30 - 4.30 pm.
- Children should be picked up at this time. If you are unable to collect your child please make other arrangements so that your child is collected on time by a known adult.

Requesting a Club Place

- Requests for a place at a club are made by completing and returning the clubs return slip to the School Office.
- Any parent who would like their child to attend a club but is unable to meet the financial cost can approach the school that will consider their request and may be able to offer support.
- Should a chosen club(s) be oversubscribed, we will endeavour to offer a place in an alternative club.



Attendance

It is expected that a child will commit to a term's membership of the chosen clubs (e.g. Autumn, Spring, Summer). Parents are requested to inform the School Office if their child wishes to leave the club before the end of term.

Supervision and Safety

The club leader will ensure that all children leave the building safely as the arrangements agreed with parents.

Collection of Children from Clubs

Activities are planned for the full duration of a Club; sessions will often end with some 'tidy-up' time, therefore parents are asked not to collect their child early unless by pre-arrangement or in exceptional circumstances.

Parents/Carers should ensure they collect their children promptly at the end of an after-school club.

Children who are not collected on time will be taken to the school office.

If children are routinely collected late from a club, parents will be contacted to discuss the situation.

Behaviour

We expect all children to behave in an appropriate manner and any unacceptable behaviour will not be tolerated.

Feedback

To ensure we continue to offer a high quality and relevant range of after-school clubs we encourage parents to complete a questionnaire. All feedback will be carefully considered and taken into account when decisions are taken about clubs provision for the next term.

Complaints

If parents are concerned about any aspect of an after-school club, they should talk to Rose or Jo in the first instance.