



West Byfleet Junior School

Camphill Road, West Byfleet, Surrey KT14 6EF
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Headteacher: Lesley Lawrence

16 September 2020

Dear Parents

AFTER SCHOOL/EXTRA CURRICULAR CLUBS – AUTUMN TERM (2020-2021)

During the extraordinary times, we are living in, whilst extra-curricular clubs remain a very important opportunity for children to engage in a wide variety of activities, we find ourselves having to limit the number of clubs restricted by risk assessments related to Coronavirus. As with our overall risk assessment for the children at West Byfleet Junior School all clubs will be run in year group bubbles only. However, I am delighted to inform you that we are still able to offer a selection of extra-curricular clubs for your children. All clubs have had to present a detailed risk assessment, which is fully compliant with guidance and supports the schools risk assessment completely. We believe that these clubs continue to offer an additional learning opportunity for your children and we encourage you to consider them carefully.

Our main priority is to ensure, wherever possible, that children have the opportunity to join the club/s of their choice. To ensure that we can provide maximum opportunity for all our children, applications will **NOT** be on a first come, first served basis.

The club provider will confirm if your child has secured a place in the club/s of their choice before the date the club commences. Once your child has been accepted in a club, we would encourage them to make a commitment to it for the duration of the club. **If your child cannot attend a club one week, they should let the teacher in charge know and parents should contact external clubs via email or text.** Children are reminded that they should always tell the teacher/instructor if they do not feel well enough to attend, as there will not always be a member of office staff available to contact parents. Please be aware that if your child is unable to attend a club session for any reason, for example: a clash of club and other school activities including school trips, we are not able to issue refunds. We do try not to cancel clubs but from time to time, it may be unavoidable. The decision to cancel a club is only taken as a last resort and we will always endeavour to inform you as soon as possible so that you can make arrangements for your child to be collected.

Payment:

School-run clubs - Payment must be made once your child has secured a place in a club and before the club commences. These clubs can be paid for online using SchoolMoney. On request, you will be sent the payment link via text, and you then log on to <https://www.schoolmoney.co.uk> and follow payment instructions. Please also return the appropriate club enrolment slip to the school office so we can record members of the club. If you prefer, you may continue to pay by cheque. Please do not pay by cash.

External Clubs – Where possible please enrol/pay online by logging onto the clubs own website or by sending cheques in a named sealed envelope to the school office. Please also include a signed and completed club form inside. **Payments should be made directly to the club representative electronically or in a sealed envelope at the end of the first session, not the school office.**

Safeguarding and collection of children at the end of clubs:

West Byfleet Junior School is committed to ensuring the safety of all children and visitors on site at all times. Staff, volunteers and all outside agencies are subject to statutory vetting and DBS checks, and the school maintains an up to date and comprehensive Single Central Record

During these times, each class will have its own safe practise of handing children over at the end of the school day to their club leader and remain within their year group bubble during the club.

As part of our commitment to ensuring the safety of all on site, we have revised our arrangements for collecting pupils at the end of club sessions. **Please arrive promptly to collect your child from the Club Leader. Club Leaders will bring children out to the Recreation Park Gate where they will safely hand your child to you at a safe distance.** We appreciate your cooperation and patience with this procedure.

Yours faithfully

Miss Lawrence
Headteacher

School Run Clubs

<u>Day</u>	<u>Club</u>	<u>Start Date</u>	<u>Time</u>	<u>Contact Name</u>
Monday	Cooking for Fun £27 (First half of term – YEAR 3 ONLY) Please use club form (Max 12 places)	Mon 28 Sept (x 4 wks)	3:30-4:45pm	Mrs K Severn office@west-byfleet-junior.surrey.sch.uk
Monday	Cooking for Fun £27 (Second half of term – YEAR 4 ONLY) Please use club form (Max 12 places)	Mon 16 Nov (x 4 wks)	3:25-4:40pm	Mrs K Severn office@west-byfleet-junior.surrey.sch.uk
Thursday	Cooking for Fun £27 (First half of term – YEAR 3 ONLY) Please use club form (Max 12 places)	Thu 1 Oct (x 4 wks)	3:30-4:45pm	Mrs K Severn office@west-byfleet-junior.surrey.sch.uk
Thursday	Cooking for Fun £27 (Second half of term – YEAR 4 ONLY) Please use club form (Max 12 places)	Thu 19 Nov (x 4 wks)	3:25–4:40pm	Mrs K Severn office@west-byfleet-junior.surrey.sch.uk

Externally Run Clubs

<u>Day</u>	<u>Club</u>	<u>Start Date</u>	<u>Time</u>	<u>Contact Name</u>
Monday	Multi Sports (YEAR 6 ONLY) £40 Please enrol online www.wokingfootballinthecommunity.com	Mon 21 Sept (x 11 wks)	3.10–4.10pm	Mr C Sexton community@wokingfc.co.uk
Monday	Minecraft Coding Club (YEARS 5 ONLY) £100 Please enrol online https://www.codekids.org.uk/surrey	Mon 21 Sept (x 10 wks)	3:20–4:20pm	Ammara Kanwal Code Kids ammara@codekids.org.uk 07825 295811
Tuesday	Minecraft Coding Club (YEAR 6 ONLY) £100 Please enrol online https://www.codekids.org.uk/surrey	Tuesday 22 Sept (x 10 wks)	3:10–4:10pm	Ammara Kanwal Code Kids ammara@codekids.org.uk 07825 295811
Tuesday	Fast Track (YEARS 5 & 6 ONLY) £77 Please use club form	Tues 22 Sept (x 11 wks)	3:10-4:10pm (Y6) 3:20-4:20pm (Y5)	Ms J Wood jemmawood99@hotmail.com 07585 709643
Tuesday	Multi Sports (YEAR 4 ONLY) £40 Please enrol online www.wokingfootballinthecommunity.com	Tues 22 Sept (x 11 wks)	3.25-4.25pm	Mr C Sexton community@wokingfc.co.uk
Wednesday	Multi Sports (YEAR 5 ONLY) £40 Please enrol online www.wokingfootballinthecommunity.com	Wed 23 Sept (x 11 wks)	3.20-4.20pm	Mr C Sexton community@wokingfc.co.uk
Thursday	Multi Sports (YEAR 3 ONLY) £40 Please enrol online www.wokingfootballinthecommunity.com	Thu 24 Sept (x 11 wks)	3.30-4.30pm	Mr C Sexton community@wokingfc.co.uk
Thursday	Cardinals Netball (YEARS 5 & 6 ONLY) £49.85 Please use club form and complete contact form	Thurs 24 Sept (x 9 weeks)	3:10-4:10pm (Y6) 3:20-4:20pm (Y5)	Kate / Hills Cardinals Netball cardinalsnetball@gmail.com 07794 452166 07956 445791