

4th December 2017

Dear Parents

We are excited to offer another wide variety of club opportunities this year for the children of Nicholas Hawksmoor and we aim to involve as many children as possible. You will find a comprehensive list of all clubs on offer at school, including the extra-curricular opportunities provided by external companies. **Please note that if you wish to sign your child up for one of these external clubs then you must contact the companies directly.**

Clubs will start **w/c 8th January 2018 and will run until 23rd March 2018.** There may be other occasional days e.g. Parents' Evening when some clubs are not running. You will be advised in advance of these.

- Please complete one form for your child and make sure that you list the clubs that your child wishes to attend in order of preference and we will do our utmost to ensure they attend at least 1 of their 'top three' – possibly more.
- Return the form to your child's class teacher by **Monday 11th December** to ensure your child has the best chance of attending their preferred clubs.
- We aim to return the forms notifying you of the clubs your child is involved in by **Thursday 4th January.**
- Be aware that you are unable to sign up for clubs that are 'invitation only'. These are specifically targeted at individual children and groups. If a child is invited, they will be notified directly.
- Please note the day and time and if any cost or equipment is needed. (shin pads, football boots etc.) For health and safety reasons children are not allowed to participate without them and this will be strictly adhered to.
- For outside activities we will endeavour to endure a bit of rain and cold – please send children in with appropriate clothing for the weather conditions.
- Children without the correct kit will be asked to watch/support the club under supervision of the club leader – they will not be sent home.
- Your child should be fully committed to their club(s) and we expect full, weekly attendance. Please ensure the club leader is informed if your child is unable to attend on a particular day.
- We maintain a register of children who attend each club, but we do not phone to check where they are on the day if they fail to attend. Parents will be contacted after a child fails to attend (without explanation) for 2 weeks running in order to confirm, or remove, their place in that club.
- For outdoor clubs, we aim to continue in poor weather if possible, however we will text by 2pm if the club is going to be cancelled. Staff leading the club will always hold onto the children if the club is cancelled on the day due to poor weather, and will dismiss at 4.15pm. Children can be collected by parents prior to this if desired.
- Please indicate on the permission form attached if your child will be collected or has your permission to walk home – **All children in Year 3 or below are required to be collected by an adult.**
- Please also make sure you return the photograph consent form so that we can duly celebrate your child's activity and involvement at NHPS.

Please complete the booking form overleaf. If you have any questions, contact the club leaders or Miss Matthews, Head of PE & Sports.

With best wishes