



MANOR COURT Community Primary School

incorporating Manor Court Early Years Centre

A Member of Preston Primary Academy Trust

Head Teacher Mr L Talmage Deputy Head Teacher Mr A Clode

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17th December 2019

Dear Parent/Carer

AFTER SCHOOL CLUBS

We are now able to offer the following after school clubs for the new term after the Christmas holidays. Clubs will commence during the week beginning 13th January 2020 and finish on Friday 27th March 2020.

If you would like your child to take part in any of these clubs please login to your ParentPay account where all clubs available to your child/children can be viewed and booked. Please ensure that the consent section is completed. Places will be allocated on a first come first served basis as determined by the ParentPay system. You will be able to book places from Friday 20th December 2019 to Friday 3rd January 2020.

Applications will not be accepted outside of this system. When choosing a club for your child, please ensure you only choose one club per day as the system will allocate your child a place if it is available even if you have already signed up for another club on that day. By choosing more than one club per day, you will be taking an available place away from another child. We will let you know which clubs your child has been successful in joining after the Christmas holidays.

If your child has chosen a club which carries a fee, please make payment for the whole term through your ParentPay account. Please note that payment does not guarantee a place and if your child's application is unsuccessful a refund will be made through ParentPay. **Places will not be available for any application made without payment.** Please note, that as our KS1 cookery club was so popular last term, places for this club are only open to those children who have not previously taken part.

- KS1 Cookery - £10
- Portuguese - £10
- Spanish - £10
- Years 1 & 2 Dance - £5
- Years 5 & 6 Dance - £5
- Brass Band - £25.00

We would ask that if your child no longer wishes to attend their chosen club that they please let the Office know, please note that no refunds will be given should this apply to a fee paying club. Applications will only be accepted before the commencement of the term. We reserve the right to withdraw a child from any club where they have not attended as agreed.

Clubs will run for one hour after school, from 3.15pm to 4.15pm. Please note, that children must be collected on time at the end of the club as there is no provision for childcare after this time. If parents are late to collect their child on a frequent basis i.e. more than three times in each term, we again reserve the right to withdraw that child from the club.

If you have any questions about this or any other aspect of your child's learning please do not hesitate to talk to the class teacher.

Yours sincerely

Mr L Talmage
Head teacher

Mr A Clode
Deputy Head teacher

ASPIRE