Bernards Heath Junior School
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Application Form for School Clubs

We are pleased to offer a variety and range of extracurricular activities, suitable for different age ranges which run throughout the school year; many clubs are seasonal and run for the appropriate term. Please check the school website.

Refer to the website for information regarding clubs offered, timings, age group and cost.

There is a termly registration fee of £10 for clubs run by teachers and volunteers to be paid in the school gateway**. Once you have booked a space on the school gateway, your booking is confirmed.**

Outside providers have their own forms and charges, please refer to their forms and websites. Refunds cannot be made once the clubs have started.

Please see the attached terms and conditions of after school clubs. Places for each club are limited for safety and supervision reasons. Children may not immediately get a place and may have to wait until the next term.

Please use one form for each club/activity applied for so that the form/s can be passed onto the person/persons/organisation running the club/activity.

Child's name	Class	Name of club/activity	Day of club	Payment of £10.00 paid online.

Parents Name (please print):

Emergency Contact Information **(essential):**

Any known emotional/medical conditions; Yes/No (give brief details)

How will your child get home? (will they walk or be collected by a designated person?)

We understand the importance of keeping your personal data. If you wish to know about the types of personal information that we require in school, our GDPR Policy and Privacy Notices are available on our website at http://www.bernardsheathjnr.herts.sch.uk

Terms and conditions for after school and lunchtime clubs.

- A £10 registration fee will be charged upon application (termly), please pay **on line in the school gateway.**
- OP= Outside Provider. These activities usually have a cost per session. Outside providers usually have their own application form.
- At 3.25 children will be dismissed from their classrooms. They must be able to go to the club meeting point and register with the leader. If they do not register the leader will assume that they are not coming to the club. Your child must inform the activity leader if they are not able to come on a particular day.
- Most clubs finish at 4.15pm, unless otherwise indicated.
- Parents should collect children promptly at 4.15 (unless indicated 4.30)
- Some activities are restricted to particular year groups.
- Orchestra is open to children who are grade 1 or above, children will be assessed on their readiness to play in the orchestra.
- All children must be collected from the playground, not through the front door, after all after school clubs
- We have a mix of paid and school provided activities. Any activity may have to be cancelled at short notice due to staff unavailability or weather conditions for outside activities.
- Should a club be cancelled, we will update the school website/contact parents as soon as we know.
- Please ensure that your child knows what to do in the event of a cancellation and where they are to go e.g.; walk to childminder, go home with a friend etc. Or report to a member of staff for assistance.
- We will allow children to phone you in such an event, but be aware that a message may be left on your phone if we are unable to contact you.
- Now that the children are older verbal messages may be given in class or assembly if there are cancellations in advance; children will be told they may phone you if necessary. Letters will not automatically be sent for every message. It is important that the children listen carefully to verbal messages and that they pass these on at home. This is an important part of growing up and taking responsibility.
- Many activities are seasonal. Some activities are offered to us at short notice and for limited periods.
- If your child wishes to take part in a paid activity and you would not be able to afford the fees, please speak to the school in confidence; we may be able to support you, for example for children in receipt of Free School Meals.
- Please remember that your child may have to wait until places become available or they reach the age range of the club; but most children usually end up with the activities they want at some point in their time here.
- When children are selected for local and district matches and tournaments, we have to rely on parents to arrange transport and collection for their child. Often parents are able to get together to arrange lift shares which are mutually convenient.
- We want children to enjoy their extracurricular activities. A seed may be planted at this stage of their lives which they may go on to develop further. We ask parents not to use these clubs as convenient after school childcare. Children can become very unhappy and resentful doing an activity which they do not enjoy.
- Breakfast and after school childcare is available from ABC XYZ please contact them on 07799 855850 or visit their website https://www.abcxyzclubs.org/