

# Wintringham Primary Academy

Part of The Diamond Learning Partnership Trust  
Established in the Queen's Jubilee year 2012

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CEO: Mrs Susannah Connell BSc MA (Ed Mgt) NPQH  
Executive Headteacher: Mrs Tracy Bryden BSc Hons PGCE

10<sup>th</sup> January 2025

Dear Parents & Carers,

## After School Clubs – Spring Term 2025

Please find attached a list of the after school clubs that we will be running this term. You will see that not every club is open to all year groups, but there is lots of choice. **Please keep this information safe for your future reference, the attached schedule indicates any weeks where individual clubs will not be running. Please retain this information for the term.** As always, our after-school clubs are run for children in Years 1-6 in the Autumn and Spring Terms, and in the Summer Term our Reception children are also invited to join in. The club schedule attached to this letter details which clubs are open to which year groups.

We are continuing to use our online procedure for the children to apply for a place at an after school club this term. Please complete the form, which can be accessed via the following link or scan the QR code below (this code will go live from 4.00pm on 10<sup>th</sup> January 2025):

<https://forms.office.com/e/JDSnfcDxGY>



You will need to complete a form for each child that wishes to attend a club and will only be able to select a maximum of two choices. Should more spaces become available later in the term, we will let you know. The link will go live from 4.00pm on 10<sup>th</sup> January 2025 and will only stay live until **14<sup>th</sup> January at 9.00am**. You **must** make your choices by this date so that we can allocate places for clubs to start during the week commencing 20<sup>th</sup> January. Any late requests will need to be emailed to the school office, and these will not be processed until all online requests have been allocated, this may mean that your child will not be able to start on the first session of the club. Please only select a club that is available for your child's year group. Your application will be acknowledged, but this does not guarantee your child a place in this club. We will not be emailing you with confirmation of your child's club allocation, but you will be able to check your

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child's calendar within Arbor to see which club they have been allocated before the clubs start. If you do not have access to Arbor, please speak to the school office. **Please only sign up for clubs that your child intends to attend weekly. Children who regularly miss sessions of their club will be removed and the place offered to another child on the waiting list.**

There will continue to be a charge for some of our clubs this term. The cost per session of each club is detailed in the attached schedule. This cost will need to be paid for in advance, once your child has been allocated a place in the club before they start to attend. If you have not made the payment, your child will not be able to attend the club. **If you have paid the annual contribution for your child, there will be no additional charge to attend any of these after-school clubs.**

### **Invitation Only Clubs**

There are a number of invitation only clubs this term. Yr 1 Reading Club on Mondays, Girl's Maths Club on Mondays, Year 6 Reading Club on Tuesdays, and Homework Club on Wednesdays will be run by invitation only this term. If your child has a place in this club, they will receive a separate letter informing you of this. **These clubs are not open to all children, and you will therefore not be able to select them on the request form.** If you do receive a letter regarding an invitation only club, please complete and return the form attached to your invitation to accept an offered place by Tuesday 14<sup>th</sup> January.

Homework Club will start from Wednesday 15<sup>th</sup> January 2025 and runs until 4.15pm. **All other clubs will start week beginning 20<sup>th</sup> January 2025.** Both Homework Club and Multiskills Club on a Friday will run for **ONE HOUR**, finishing at 4.15pm. **All other clubs** run for 45 minutes and finish at 4.00pm. The final day for all clubs this term (except Homework club) will be on **Friday 28<sup>th</sup> March 2025.** The final session for Homework Club will be **Wednesday 2<sup>nd</sup> April 2025.**

Please confirm on the online form how your child will be leaving their club (walking, collection by parent or going to Cygnets. Please email [cygnets@wintringham.cambs.sch.uk](mailto:cygnets@wintringham.cambs.sch.uk) to let them know if your child will be attending Cygnets after their club once you know a place has been allocated. As previously stated, if you wish to cancel your child's place at Cygnets, you will need to email them to give them one month's notice of the cancellation and a place may not be available if you need one in the future.

We will do our best to ensure that every child can attend at least one club and any additional clubs will only be allocated if spaces are available. If your child is not allocated a place in a club, they will automatically be added to the waiting list and you will be contacted if a place becomes available at a later date.

Please could we ask that if your child is allocated a place at a club, that they attend all sessions if possible. If they start attending a club but decide that they no longer wish to continue for any reason, please could you let the school office know as soon as possible that they will no longer attend to allow the place to be offered to the next child on the waiting list. Nearly all of our clubs have waiting lists, and we would like to offer any available spaces to those on the lists as they become available.

Yours sincerely



Mrs Tracy Bryden  
Executive Headteacher  
On behalf of Wintringham Primary Academy (part of TDLPT)