



4<sup>th</sup> December 2017

Dear Parents/Carers,

**AFTER SCHOOL ACTIVITIES – Spring Term 2018**

We are pleased to provide details below of the after school activities we have running throughout the Spring Term (Jan-March 2018).

Activities will begin week commencing Monday 15th January 2018 and will run until Friday 23rd March 2018, 3.15pm-4.15pm. Each of these activities MUST be booked via ParentPay, please see the 'How To' on the reverse of this letter. Young Voices will take place after school on Tuesday 16<sup>th</sup> and 23<sup>rd</sup> January only, this activity does not need to be booked.

Once an activity is fully booked it will no longer be visible on ParentPay.

Activities will be charged at £9 (£1 per week). Payment for the full 9 weeks will be required to successfully book the activity and no refunds will be given for non-attendance.

As in previous years, Pupil Premium children will be offered one free activity for the Spring Term, these MUST be booked and paid for via ParentPay and then refunds will be issued. This is to ensure that all children have the same opportunity to secure a place on their chosen activity.

DAY	ACTIVITY	OPEN TO
Monday	Basketball	Year 3 to 6
Monday	Art	Year 4 to 6
Monday	Gymnastics	Year 3 to 6
Tuesday	Football	EYFS, Year 1 and 2
Wednesday	Dance	All Years
Wednesday	ICT	Year 4 to 6
Thursday	Football	Year 3 to 6
Thursday	Cross Country	Year 3 to 6
Thursday	Dodgeball	Year 1 to 6
Thursday	Art	Year 1, 2 and 3
Friday	Gymnastics	EYFS, Year 1 and 2

When booking your child's place on ParentPay, please fill out the 'Add Notes' section to confirm who will be collecting them following the activity, whether they have your permission to walk home on their own or if they will go on to Extended Care Club. The notes section is a MANDATORY field and you will be unable to finalise your booking until it is completed. This is for safeguarding purposes and to ensure the safety of your child following these activities.

Regards

Mr Jon Brown  
Executive Headteacher

Mrs Michelle Tobin  
Head of School

Mrs Louise Headley  
Assistant Headteacher



# ParentPay

## How to Book After School Activities



### ACTIVITIES

Please login to ParentPay and follow the instructions below to book an after school activity.

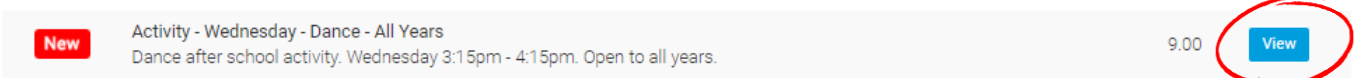
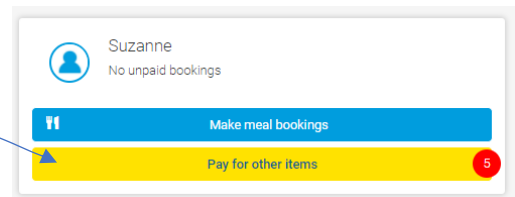


**Places are limited. When the activity is fully booked it will no longer be visible on Parent Pay.**

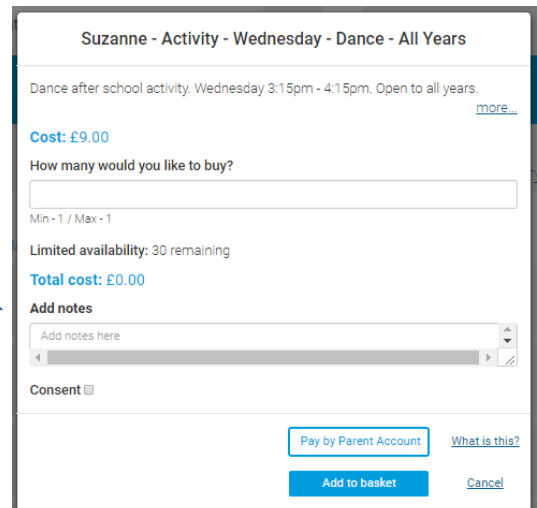
Next term's activities will run for 9 weeks, from **Monday 15th January to Friday 23 March**. Activities run from **3:15pm to 4:15pm**. The total cost is **£9** per activity, non-refundable.

Activities next term include Art, Gymnastics, Football, Dodgeball, Dance, Basketball, Computing and Cross Country.

1. Log in to ParentPay
2. Select the child you wish to make a booking for
3. Select **Pay for other items**
4. Click the **View** button on the activity that you want to book



5. **IMPORTANT** In the **Add notes** box please tell us who will be collecting your child from the after school activity / if they have your permission to make their own way home / if they are going on to the Extended Care Club



6. Click the **Consent** checkbox and then choose either **Pay by Payer Account** or **Add to Basket**.
7. You can then pay or 'Continue Shopping'.

If you need a copy of your ParentPay username and password or experience any problems logging onto or using ParentPay please contact the school office (email [office@dsatredlands.org](mailto:office@dsatredlands.org), telephone **01509 812 376** or visit the office)