

DOTHILL PRIMARY SCHOOL

Severn Drive, Wellington, Telford, Shropshire, TF1 3JB
Telephone 01952 386870



Head Teacher: Mrs J Thomas

Dear Parents/Carers,

We are pleased to offer a selection of after-school clubs for the upcoming half term. All clubs will run for **five weeks**, starting the **week beginning 10th November 2025** and continuing until the **week of 8th December 2025**.

Club Details:

- Duration: 5 weeks
- Cost: £3 per child, per week
- Total Payment: £15 per child (payable in full at the time of sign-up via ParentPay)

Please note that payment must be made in full when signing up. Unfortunately, we are unable to accept weekly payments.

Important Information:

- Children may only sign up for clubs that are available to their specific year group.
- Before signing up, please ensure you have read the rules for attending after-school clubs, which are printed at the bottom of this letter.
- The clubs below will be published on ParentPay for you to sign up **during the morning on Wednesday 22nd October**.
- To secure a place on a club you need to sign up by the end of **Wednesday 5th November**.
- Attendance is subject to availability; places are allocated on a first-come, first-served basis.
- Refunds will not be available once a place has been granted.

We hope your child enjoys participating in our clubs this term.

If you have any questions, please speak with your child's class teacher.

Club	Year Group	Day of Club	Staff
Football	3 and 4	Tuesday	Mr Abbot and Miss Neu
Makaton and Singing Club	5 and 6	Tuesday	Mrs Loveitt and Mrs Burbank
Christmas Craft	EYFS, 1 and 2	Thursday	Miss Street, Mrs Thackray and Miss Coomber
Comic Book Club	3 and 4	Thursday	Mr Jones and Miss Jones
Christmas Craft	4, 5 and 6	Friday	Miss Street and Miss Lamb

Kind regards,

Nikki Harvey



Email: dothill@taw.org.uk

Website: www.dothillprimaryschool.co.uk

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Deputy Head Teacher

Rules for Attending After-School Clubs

1. Eligibility and Registration

- Parents must complete a registration process, via ParentPay.
- Attendance is subject to availability; places are allocated on a first-come, first-served basis and there will be a maximum of 30 per group.
- Clubs will need a minimum of 20 children to be viable. Any less than this, and the club will not be able to go ahead. In this instance, full refunds will be made.

2. Booking and Payment

- Payment must be made upfront; bookings will not be accepted without payment.
- Refunds will not be available once a place has been granted.
- No waiting lists are maintained once clubs are full.
- Unless you receive a notification of a refund via ParentPay, your place at the club is confirmed.

3. Arrival and Departure

- Children in younger years are escorted to the club by staff.
- Older children may walk to the club independently from class but must be registered upon arrival.
- Parents / carers must collect all children from the delivery room door at 4:15pm.
- If your child is unable to attend a club session, please inform the school office in advance.

4. Behaviour and Conduct

- Children are expected to follow school behaviour policies during club sessions.
- Disruptive behaviour may result in exclusion from the club without refund as staff will still require remuneration.

5. Health and Safety

- Clubs will maintain attendance registers and have clear procedures.
- Clubs will follow health and safety policies.

7. Inclusivity and SEND Support

- Children with special educational needs or disabilities (SEND) may require a discussion with the school's SENDCo or class teacher before attending.
- Reasonable adjustments are made to support inclusion.

8. Safeguarding

- Clubs will follow our safeguarding policy, and a designated safeguarding lead will always be contactable.



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