



London Borough of Enfield
PRINCE OF WALES
PRIMARY SCHOOL

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Dear Parent/Carer,

RE: Enrichment activities and collection arrangements for Summer Term 2019

The Summer Enrichment Term is on the horizon and due to this short half term it is important that you respond quickly in order that places for summer get allocated. Ideally, return preferences by Friday 15th.

How to sign up for Summer Enrichment

Attached, on a separate sheet, you will find the Summer Term Enrichment form.

As before, spaces in each activity are limited. Please go to our website

<http://www.princeofwales.enfield.sch.uk/parents/enrichment-activities/> where you can read the activity descriptions to discuss the choices with your child. For your child to be happy in an activity, they should have a say in their preferred activities.

To ensure signing up proceeds smoothly, we ask you to complete your child's preferences on paper and listing in order of the most preferred option number 1 and the next one number 2. Then, return to school as soon as possible. Return slips will be dated by staff when they come in. Spaces will be allocated on a first come basis and will fill up very quickly.

Some activities are for a specific year group only or are by invitation.

Some activities have a cost.

Conditions for participation

In order to make the Summer Term as successful as the previous ones, pupils as well as their parents/carers should again take note of the following conditions that must be followed to ensure an enjoyable experience for all, when signing up for the activities:

1. Pupils' attitudes and behaviour

It is an expectation that pupils follow adults' instructions at all times, follow school rules and keep themselves and others safe. If a pupil's behaviour is a concern, they will be reminded of the need to change this. Failing this, a conversation will be held with their parent/carer. If the behaviour doesn't change, there is the likelihood that the privilege to attend this (mostly free) after-school activity will be withdrawn.

2. Parents'/carers' collection arrangements

Collection at 3:30pm must be on time. Persistent late collection will result in the child losing their place and a fine being issued.

If a child has to be collected early, instead of going to enrichment, the school office must have been informed by 2:00pm so that arrangements can be made. Once pupils have gone to enrichment, the office will be unable to get your child, as staff will be too busy.

When collecting your child at 3:30pm, please be aware that support staff are not familiar with all the adults that collect your child. You must ensure that the school office has your up to date collection information. Parents/carers must walk over to their child and not wave from a distance. Please be patient when waiting for your child to be handed over.

All the above conditions must be met for the enrichment to be a success. Thank you for your cooperation.

Autumn Term 2019

We have started the review of this year's trial and we will update you of any (likely) changes that would take place from September 2019. Although we all agree that enrichment has been a great benefit for the children, it has undeniably been a significant, additional workload for staff. As a result we have recently increased morning break time to 15 minutes and teachers' planning time (PPA) has been returned to the school day instead of it taking place during enrichment.

Please look out for future communications about the September school day.

Whatever happens after summer, I am pleased to be able to offer at least another term with a varied choice of after school enrichment activities.

Yours sincerely,

Mr Jan M Bless
Headteacher