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Headteacher Miss Zoe Loosemore

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Dear Parents and Carers,

We are delighted to share with you the details of the extra-curricular clubs we are offering for the Spring Term. In order to book your child on their chosen club(s) it is important that you read all of the information in this letter.

Club Dates:

Clubs will start in Week 2 - commencing 13th January and will run up to and including the week commencing 24th March. Clubs will not take place during half term (17th-21st Feb). There will be no clubs during the final week of the Spring Term (31st March - 4th April).

Arbor Bookings:

Bookings are made within your child's Arbor account where you will be able to see the clubs available to them under the 'Clubs' section. If you cannot see a club listed on the timetable below in Arbor this is because it is not available for their year group. It is not possible to attend clubs that are outside of your child's year group allocations.

My child has been attending a club in the Autumn Term that is running in Spring - do I need to do anything?

YES! If your child has been attending a club the previous term, this **DOES NOT** automatically allocate them a place for the following term and you must re-register and pay for the Spring Term.

How are spaces allocated?

Places for all clubs are on a first come, first served basis. For the majority of clubs **payment will be required at the time of booking**. If you select the club but do not make the payment immediately the space remains available on the portal and you may lose it.

What if the booking is administered with the club provider?

For the clubs run by Computer Xplorers, Show Stoppers & Sketch Art the booking and payment process is administered by them, however, in the first instance you will still secure a place through Arbor.

You still need to register for a place on these clubs in Arbor where they will show as a Free Club, but payment will be required by the club provider and cannot be made via Arbor. By registering for a place on these clubs, you consent for Hiltingbury Junior School to pass your details onto the provider who will then contact you about payment and share their booking terms and conditions for your review and consent. Please do not contact the supplier directly as all enquiries will be re-routed back to the school.

Membership Options:

Please ensure that you select the correct membership for your child as selecting an incorrect membership may invalidate their place.

Free School Meal Pupils:

If your child is entitled to free school meals, when booking their space in Arbor, please be sure to select the membership option '**Free School Meal Place**'. For further details of our [Charging & Remissions Policy](#), please refer to our website. If you select this option but your child is not entitled to free school meals, the place will be removed from the system.

I can't see anything in Arbor now - when can I book?

All clubs will be released on **Wednesday 11th December at 12pm** and will not appear in your Arbor App/Portal until then.

Why can't I book the Club I want?

There are a limited number of places in each club. Once the places have been filled although you may still be able to see the club in the App/Portal, you will not be able to select a membership option.

If the club is full please complete this [Spring Clubs Waitlist Form](#) and if a place becomes available names will be chosen at random.

I need more help

If you need any guidance on using Arbor to book clubs, please click on this link: [Signing my child up for a Club on the Parent Portal or Arbor App](#). If you need any additional assistance please contact the school office.

What if a Club is cancelled?

Every effort will be made to ensure Clubs run as detailed below. However, for clubs held outside the club leader and school will take an informed decision to modify the session if the weather is poor, which may involve a move to an indoor classroom. You will be notified if a club is cancelled for any reason and we will always endeavour to reschedule a cancelled session later in the term if possible.

My child has decided they no longer want to do the club - what can I do?

Once you have paid for your space, please be aware that we are only able to consider a refund in exceptional circumstances, for example a medical reason.

What happens next?

If you are successful in getting a place at the start of the Spring Term you will receive an email reminding you of the key details of the club (as per below timetable). This email will also contain a Club Hometime Arrangements Form so that you advise us of any collection arrangements.

Kind Regards

Zoe Loosemore
Headteacher

SPRING 2025 EXTRA CURRICULAR CLUB TIMETABLE

Sport	Year Group	Time & Day	Dates	Led by	Cost in total
Lower School Dodgeball	3, 4	Monday 3:20-4:20pm	13 Jan - 24 Mar 10 weeks	PB Education	£50
Upper School Girls Football	5, 6	Monday 3:20-4:20pm	13 Jan - 24 Mar 10 weeks	FEEBA	£50
Upper School Boys Football	5, 6	Monday 3:20-4:20pm	13 Jan - 24 Mar 10 weeks	Mr Cross	£50
Whole School Sketch Art Club	3, 4, 5, 6	Monday 3:20-4:20pm	13 Jan - 24 Mar 10 weeks	Sketch*	£50
Choir	3, 4, 5, 6	Tuesday 3.20- 4.15pm	14 Jan - 25 Mar 10 weeks	Mrs Nurdin and Miss Chambers	£25
Lower School Tech Club	3, 4	Tuesday 3.20- 4.20pm	14 Jan - 25 Mar 10 weeks	ComputerXplorers*	£8.50 per session
Upper School Netball	5, 6	Tuesday 3.20- 4.20pm	21 Jan - 25 Mar 9 weeks	Mrs Bullock	£45
Lower School Girls Football	3, 4	Wednesday 3:20-4:20pm	15 Jan - 26 Mar 10 weeks	FEEBA	£50
Theatre Club	3, 4, 5, 6	Wednesday 3:20-4:50pm	15 Jan - 26 Mar 10 weeks	ShowStoppers*	£8.50 per session
Theatre Club	3, 4, 5, 6	Thursday 3:20-4:50pm	16 Jan - 27 Mar 10 weeks	ShowStoppers*	£8.50 per session
Upper School Tech Club	5, 6	Thursday 3.20- 4.20pm	16 Jan - 27 Mar 10 weeks	Computer Xplorers*	£8.50 per session
Running Club	3, 4, 5, 6	Friday 8:00-8:30am	17 Jan - 28 Mar 10 weeks	Miss Loosemore & Mrs Hartley	£25
Lower School Boys Football	3, 4	Friday 3:20-4:20pm	17 Jan - 21 Mar 9 weeks	PB Education	£45
Street Dance	3, 4, 5, 6	Friday 3:20-4:20pm	17 Jan - 21 Mar 9 weeks	Dance 8	£45
Upper School Basketball	5, 6	Friday 3:20-4:20pm	17 Jan - 21 Mar 9 weeks	Mr Cross	£45

* The booking process will be handled by the provider externally.

Due to popular demand, we are delighted that Showstoppers have been able to add an additional session on a Wednesday. Please note that you should only register your child for **one** of these sessions in order that we can accommodate as many people as possible.

Club Bookings on Arbor will be released on Wednesday 11th December at 12pm