



# Lady Boswell's C.E. (Aided) Primary School

*Learning Together, Learning  
for Life*

ENRICHMENT CLUBS POLICY

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Policy Approved:

Approved by: SLT

Signature:

# Lady Boswell's School

## Enrichment Clubs Policy

We value every member of our community as a unique child of God and seek to demonstrate His love through our words and actions. We enable every child to achieve their full potential so that they leave us with their heads inspired and their hearts enriched.

**As a result, our children will:**

- ✓ Develop a positive sense of self and well-being; confident to make the right choices and keep themselves safe in an ever-changing society
- ✓ Strive for academic excellence, developing a thirst for knowledge and a love of learning
- ✓ Become effective communicators, collaborators and leaders
- ✓ Be resilient, resourceful and courageous
- ✓ Be curious, creative individuals and confident problem solvers
- ✓ Grow in spiritual awareness and develop a strong moral compass and a deepening understanding of the Christian faith in a multi-faith British society
- ✓ Become responsible and tolerant global citizens who value diversity, forgive readily, and have concern for the needs of each other, the school, the wider community, and the planet.

Lady Boswell's School is delighted to offer a wide range of extra-curricular enrichment clubs to ensure that pupils have the opportunity to:

- ✓ Experience opportunities that they may not usually have access to
- ✓ Play a range of sports not covered by the curriculum
- ✓ Explore areas of interest or skill
- ✓ Have structured social opportunities
- ✓ Meet like minded children across the school
- ✓ Build relationships with staff in different contexts
- ✓ Experience success outside of the classroom

Lady Boswell's enrichment clubs operate before school, during the school lunch hour and after school. These are usually offered free of charge and are run by school staff. We run three club cycles per year, some clubs may be offered throughout the year, some only for one or two cycles. This is so that we can offer a wider variety of activities and also offer seasonal opportunities. The school will endeavour to offer a range of clubs to a range of age groups.

We also offer '**Clubs Extra**' which are opportunities from specialist outside providers at the Lady Boswell's site, including things like gymnastics, dance and judo. These clubs are arranged directly with the providers and are usually chargeable to parents via the club provider.

### **Allocating Clubs**

Ahead of each club cycle, parents will be informed of the clubs being offered for the coming term. Children may put their name down for more than one club and consideration will be made to fair access and opportunity.

Some clubs are invitation-only. This is so the appropriate children are accessing the club offer.

Clubs are allocated by the club co-ordinator, in conjunction with Mrs Browning (AHT for Inclusion) and consider parental and pupil preferences, the space available, the age of the children, staffing ratios and the needs of the pupils in the club group. Priority places may be allocated to those eligible to the Pupil Premium grant or those with SEND. Parents will be informed of club allocation before the start of the club cycle. Many clubs are over subscribed so it may be that some children may not be able to access all of the clubs that they have requested. The school will endeavour to allocate one club for each child that has applied for one.

### **Attendance at clubs**

Many of our clubs are over-subscribed and so, once a place has been offered, regular attendance is expected. If for any reason a child cannot attend, a verbal or written message to the teacher is required. If the child is absent for two occasions parents will be contacted – to ensure that the parents know about the absences. Parents who do not wish their child to continue a club should inform the Clubs Coordinator in the office as soon as possible so that the place can be offered to someone on the waiting list.

### **Collection from Clubs**

We expect parents to collect children from clubs promptly at their agreed end time. The school does not expect children to remain on the school premises for an unreasonable amount of time after the club or activity has finished. School staff are responsible for children until they are collected and members of the office will inform a member of SLT of any children collected later than 10 mins after the club finish time. Should this happen more than twice the parents will be informed that their child can no longer take part in the activity. Where the parent is unexpectedly delayed for a prolonged period, the school may offer for the child to be included in Orchard. Should a child fail to be collected by 6pm then our policy on children left in school will be followed.

### **Behaviour**

Behaviour at clubs will be managed in line with the school's behaviour policy. Attendance at clubs is not a right and the school will remove the offer of clubs to a child that is persistently disrupting the experience for others.

### **Cancelling Clubs**

Occasionally, due to staff absence or unforeseen circumstances, clubs may need to be cancelled. If the school needs to cancel a club then:-

- a. A verbal message will be given to the children. The children will be responsible for informing their parents, where the club is before or after school, a mail message will be sent to parents.
- b. If we have to cancel a club or activity on the day that it is to be held (perhaps owing to bad weather or staff absence) parents will be contacted by telephone, SMS or email. If any parent cannot be contacted the child will remain on the school premises under the supervision of the member of staff responsible for the activity and will not be dismissed until the published finishing time of the activity.