



## Kingsnorth Church of England Primary School

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**Headteacher:** Mr Iain Witts

Dear Parents/carers,

I wanted to thank you all for your responses and feedback in regards to our new online club sign up portal. I understand that there were a few teething problems for some parents trying to sign up to clubs. The system is still in early days and depending on the choice of internet browser and speeds, the website can take a few seconds to load. When you log on to the website, please be patient for the boxes to appear. These loading speeds will be monitored by TLG-PE this term and should be improved for future use.

If you are unable to access the club sign up list, we have provided a laptop for parents to use at reception to do this.

When the portal goes live, you will be able to browse the clubs on offer for that term and sign your child/children up, by entering all the requested information. This information is stored securely by our PE curriculum providers (TLG-PE) and will only be accessed by school staff. Each club will have limited places and will be on a first-come, first-served basis. The system will let you know instantly if you have been successful in gaining a place. If your first choice club is full, then please sign up for another club. There is a limit of one club per child due to the high demand for places. However, this does exclude the 'invite only' clubs such as the school's football, hockey and netball training.

If a child fails to turn up for a club for two consecutive weeks, without good reason, the school will automatically offer the place to someone else. Furthermore, club leaders will give out a written warning if a child breaks school rules, **THIS MAY RESULT IN THEM FORFEITING THEIR PLACE FOR THAT CLUB, FOR THAT TERM.**

There will be a few clubs sent out separately to parents on newsletters as these require you to book and pay for places with them.

Yours sincerely

Mr Clark