



18<sup>th</sup> October 2019

Dear Parents/Carers

We would like to address the concern that has been expressed by parents over the fairness of our current after school club system. Over the years, we have tried varying systems at Dowson and as I am sure you can appreciate it is difficult to please all circumstances. We have however come up with a system, which we feel may address some of the concerns that you have.

The Autumn 2 clubs have now already been allocated and clubs filled, so the proposed new system will come into effect for Spring 1 clubs.

The new system is as follows.

- Clubs newsletter will be sent home in paper form to all children in the penultimate week of the half term, this will be issued early on in the week. No clubs will be uploaded onto Parent Pay at this point.
- The return slip for which clubs your child wants to do will need to be returned to the school office by no later than 9am on the Friday of the same week. Any slips received after this time will not be accepted.
- Where return slips do not exceed the number of spaces available you will receive a text message the following Monday asking for payment to be made. Any remaining places on this club will then be uploaded onto Parent Pay to be booked on a first come, first served basis.
- Where return slips do exceed the number of spaces available, all those that have returned their slip will be placed into a ballot and drawn out on the final Monday of each half term. Parents/carers of children who have been allocated a place will then receive a text message requesting payment to be made by 3:15pm on the same Wednesday. Where payment is not made, a place will be offered again on ballot basis to those who were not successful.
- Please note that those children eligible for Pupil Premium will need to return slips and will be entered into the same ballot. Where a place is successful, you will receive a text confirming their place and confirmation that payment is not required.

We would like to ensure you of our best intentions as a school in ensuring that all children are given a fair chance of accessing our after school clubs. Whilst some children will still miss clubs that they wish to attend, we ask that you understand that at this time we feel this is the fairest way that we can ensure all children have a fair chance.

Yours sincerely,

Mrs K.Thornburn

Principal