



Coopers Lane Primary School

Pragnell Road, Grove Park, London SE12 0LF

T: 020 8857 7680

E: info@cooperslane.lewisham.sch.uk

W: www.cooperslane.lewisham.sch.uk



Head Teacher: Mr Paul Hooper

10th July 2018

Dear Mums, Dad and Carers,

Re: Club Booking for Autumn Term 2018

In preparation for the Autumn Term, after school clubs will be available to book from **Monday 16th July 2018 at 12.00pm**, and the Office will be accepting registration via iPads for those parents without Internet access. The last day to sign up for any club will be on **Wednesday 5th September 2018 at 5.00pm**.

Places for all clubs must be booked online using the [ParentPay](#) system, on a first come, first served basis, and payments must be made prior to the start of each club. Payment can be made in one termly payment or split into two half termly payments. Each place must be booked for a whole term and the payment cannot be refunded or swapped if your child decides they no longer wish to attend.

If you have any outstanding balances for previous clubs, please ensure they are up to date, as you will not be allocated to book future clubs on ParentPay.

PUPIL PREMIUM: If your child is entitled to Pupil Premium, your child will be eligible to book one free club or a discounted priced club, for those clubs that are priced over £3.00 per session. To book a free club, please email clubs@cooperslane.org stating the following information: Child's Name, Child's class and what club they wish to attend. If you wish to book a club that is at a discount price, please book the club by paying on ParentPay.

CHILDCARE VOUCHERS: If you pay by childcare vouchers, please send your remittance advice notification to clubs@cooperslane.org stating your child's name and the club you have paid for using your vouchers. If we do not receive your email by the time the club is fully booked, we will not be able to offer your child a place.

If you have any queries about after school clubs, please speak to the office.

Yours sincerely,

James Mole
Deputy Head Teacher



HEALTHY SCHOOLS
LONDON

AUTUMN TERM CLUB TIMETABLE

DAY	CLUB	ParentPay Name	YEAR GROUP	TIME	START DATE	FINISH DATE	TERM COST	HALF TERM COST	PUPIL PREMIUM FULL TERM COST	PUPIL PREMIUM HALF TERM COST
MON	ART	AUT18 Mon Art 1-3	YR 1 - YR 3	3.30 – 4.30	10th September	17th December	£42.00	£21.00	Free	N/A
	GYMNASTICS	AUT18 Mon Rec Gym	RECEPTION	11.45 – 12.30	17th September	17th December	£39.00	£19.50	Free	N/A
	MULTI-SKILLS	AUT18 Mon Multiskills	YR 1 – YR 6	3.30 – 4.30	10th September	17th December	£35.00	£17.50	Free	N/A
	CHEERLEADING	AUT18 Mon Cheer	YR1 - 2	3:15 – 4:00	10th September	17th December	£52.50	£26.25	£13.50	£6.75
TUES	ART	AUT18 Tues Art 4-6	YR 4 – YR 6	3.30 – 4.30	11th September	18th December	£42.00	£21.00	Free	N/A
	FOOTBALL	AUT18 Tues Ftbll	YR 1 & YR 2	3.30 – 4.30	11th September	18th December	£42.00	£21.00	Free	N/A
	SHOWTIME DANCE	AUT18 Tues Showtime	YR1 – YR 6	3.30 – 4.30	11th September	18th December	£35.00	£17.50	Free	N/A
	TENNIS	AUT18 Tues Tennis	YR 3 – YR 6	3.30 – 4.30	11th September	18th December	£35.00	£17.50	Free	N/A
WED	BASKETBALL & NETBALL	AUT18 Wed Bskt & Ntball	Yr 1 - Yr 6	3.30 - 4.30	12th September	19th December	£42.00	£21.00	Free	N/A
	DODGEBALL	AUT18 Wed Dodgeball	YR 3 – YR 6	3.30 – 4.30	12th September	19th December	£35.00	£17.50	Free	N/A
	SKATEBOARDING	AUT18 Skate	YR 4 - 6	3:30 - 4:30	12th September	5th December	£60.00	£30.00	£18.00	£9.00
	STREET DANCE	AUT18 Wed Street Dance	YR 1 – YR 6	3.30 – 4.30	12th September	19th December	£35.00	£17.50	Free	N/A
THURS	DRAMA	AUT18 Thurs Drama	YR 1 – YR 3	3.30 – 4.30	13th September	20th December	£42.00	£21.00	Free	N/A
	FOOTBALL	AUT18 Thurs Ftbll 3&4	YR 3 & YR 4	3.30 – 4.30	13th September	20th December	£42.00	£21.00	Free	N/A
	FOOTBALL	AUT18 Thurs Ftbll 5&6	YR 5 & YR 6	3.30 – 4.30	13th September	20th December	£42.00	£21.00	Free	N/A
	GYMNASTICS	AUT18 Thurs Gym 1&2	YR 1 & YR 2	11.45 – 12.30	13th September	20th December	£42.00	£21.00	Free	N/A
	GYMNASTICS	AUT18 Thurs 3-6	YR 3 – YR 6	3.30 – 5.00	13th September	20th December	£70.00	£35.00	£26.00	£13.00
FRI	CHEERLEADING	AUT18 Fri Cheer	YR 3 – YR 6	2.30 – 3.30	14th September	14th December	£51.00	£25.50	£15.00	£7.50
	DRAMA	AUT18 Fri Drama	YR 4 - YR 6	2.30 – 3.30	14th September	14th December	£36.00	£18.00	Free	N/A
	MULTI- SKILLS	AUT18 Fri Multiskills	YR 1 - YR6	2.30 – 3.30	14th September	14th December	£30.00	£15.00	Free	N/A

HOW TO BOOK YOUR CHILD'S CLUB FOR NEXT TERM

- To book your child's club, log in to your account and click **'Pay for other items'**.

The screenshot shows the ParentPay website interface. At the top, there is a navigation bar with the ParentPay logo and links for Home, Parent Account, Communication, Profile Settings, and Help. A Logout button is in the top right corner. Below the navigation bar is a blue header with a welcome message: "Welcome, Parent/Carer Name (emailaddress@email.com)". On the left side, there is a sidebar menu with options: Child's Name, Add a child, Active Payment items, Historic Payment items, Transaction history, Add a child, and View school and caterer. The main content area features a promotional banner for nimbl digital pocket money, stating "Give young people financial freedom with nimbl Digital pocket money for 8-18 year olds with 1 month free!". Below the banner, there is a profile card for a child named Taylor, with a "Pay for other items" button highlighted in yellow.

- Choose which club you would like your child to attend by clicking **'view'**.

The screenshot shows the "Payment items" section of the website. It features a dropdown menu labeled "Show:" with "Active items" selected. Below the dropdown, there is a list of payment items. The first item is "Child's Name - AUT18 Mon Art 1-3", which is marked as "New" with a red badge. The payment is due on "5th September 2018" and costs "£42.00". A blue "View" button is located to the right of the price.

- Once you have clicked '**view**' you will be taken to the payment page and you can choose to '**pay by parent account**' to pay with money you have already added to your account or if you '**add to basket**' you can pay for multiple clubs by credit or debit card.

If you are paying the **full term payment**, please pay the **maximum amount**.

If you are paying a **half term payment**, please pay the **minimum payment**. The second payment will be due by **19th October 2018**.

- Your club is now booked.

The screenshot shows the ParentPay website interface. At the top, there is a navigation bar with the ParentPay logo and links for Home, Parent Account, Communication, Profile Settings, and Help. A Logout button is also present. Below the navigation bar, a blue header displays a welcome message: "Welcome, Parent/Carer Name (emailaddress@email.com)". On the right side of this header is a shopping cart icon. The main content area is divided into two columns. The left column contains a sidebar with a "Child's Name" field and an "Add a child" button, followed by a list of menu items: "Active Payment items", "Historic Payment items", "Transaction history", "Add a child", and "View school and caterer". The right column is titled "Payment items" and shows a single item: "Child's Name - AUT18 Mon Art 1-3". Below this, the item details are listed: "AUT18 Mon Art 1-3", "Cost: £42.00", and "Due date: 19th Oct 2018". Underneath the item details, there is a "Payment" section with two buttons: "Pay by Parent Account" (with a "What is this?" link) and "Add to basket" (with a "Cancel" link).

If you require any assistance, please do not hesitate to contact the office on 020 8857 7680.

Please note that the office will not be open during the Summer holidays. During this time, you can contact Parentpay support – <https://www.parentpay.com/parents/using-parentpay/help-and-support>.