



Coopers Lane Primary School

Pragnell Road, Grove Park, London SE12 0LF

T: 020 8857 7680

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Head Teacher: Mr Paul Hooper

23rd March 2018

Dear Mums, Dad and Carers,

Re: Club booking for Summer Term 2018

In preparation for the Summer Term, after school clubs will be available to book from **Monday 26th March 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 **Friday 6th April 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 if your child decides they no longer wish to attend. It is no longer possible to book a place adhoc. If you have any outstanding balances for previous clubs, please ensure they are up to date as future club bookings may be affected.

PUPIL PREMIUM: If your child is entitled to Pupil Premium, your child will be eligible for one free club. Please email clubs@cooperslane.org to book the free choice of club, stating the following information: Child's Name, Child's class and what club they wish to attend. If you wish your child to attend more than the one free club, you will be required to book and pay for them via ParentPay. Emails **will not** be accepted from families **not entitled** to Pupil Premium and we will only be accepting emails from Monday 26th March.

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

DAY	CLUB	PARENTPAY CLUB NAME	YEAR GROUP	TIME	START DATE	FINISH DATE	TERM COST	HALF
MON	FENCING	SUM18 Mon Fencing	YR 1 – YR 6	3.30 – 4.30	16th April 2018	16th July 2018	£33.00	£16.50
	ART	SUM18 Mon Art 1-3	YR 1 - YR 3	3.30 – 4.30	16th April 2018	16th July 2018	£33.00	£16.50
	FOOTBALL	SUM18 Mon Ftbll N&R	NUR & REC	3.30 – 4.30	16th April 2018	17th July 2018	£33.00	£16.50
	GYMNASTICS	SUM18 Mon Rec Gym	RECEPTION	11.45 – 12.30	16th April 2018	16th July 2018	£33.00	£16.50
	MULTI-SKILLS	SUM18 Mon Multiskills	YR 1 – YR 6	3.30 – 4.30	16th April 2018	16th July 2018	£27.50	£13.75
TUES	ART	SUM18 Tues Art 4-6	YR 4 – YR 6	3.30 – 4.30	17th April 2018	17th July 2018	£39.00	£19.50
	FOOTBALL	SUM18 Tues Ftbll	YR 1 & YR 2	3.30 – 4.30	17th April 2018	18th July 2018	£39.00	£19.50
	SHOWTIME DANCE	SUM18 Tues Showtime	REC – YR 6	3.30 – 4.30	17th April 2018	17th July 2018	£32.50	£16.25
	TENNIS	SUM18 Tues Tennis	YR 3 – YR 6	3.30 – 4.30	17th April 2018	17th July 2018	£32.50	£16.25
WED	BASKETBALL & NETBALL	SUM18 Wed Bskt & Ntball	Yr 1 - Yr 6	3.30 - 4.30	18th April 2018	18th July 2018	£39.00	£19.50
	DODGEBALL	SUM18 Wed Dodgeball	YR 3 – YR 6	3.30 – 4.30	18th April 2018	18th July 2018	£32.50	£16.25
	DRAMA	SUM18 Wed Drama	YR 4 - YR 6	3.30 – 4.30	18th April 2018	18th July 2018	£39.00	£19.50
	SIGNING CHOIR	n/a	Yr 3 - YR 6	3.30 – 4.30	18th April 2018	18th July 2018	No charge - email clubs@cooperslane.org to book	
	STREET DANCE	SUM18 Wed Street Dance	YR 1 – YR 6	3.30 – 4.30	18th April 2018	18th July 2018	£32.50	£16.25
THURS	DRAMA	SUM18 Thurs Drama	YR 1 – YR 3	3.30 – 4.30	19th April 2018	12th July 2018	£39.00	£19.50
	FOOTBALL	SUM18 Thurs Ftbll 3&4	YR 3 & YR 4	3.30 – 4.30	19th April 2018	12th July 2018	£39.00	£19.50
	FOOTBALL	SUM18 Thurs Ftbll 5&6	YR 5 & YR 6	3.30 – 4.30	19th April 2018	12th July 2018	£39.00	£19.50
	GYMNASTICS	SUM18 Thurs Gym 1&2	YR 1 & YR 2	11.45 – 12.30	19th April 2018	12th July 2018	£39.00	£19.50
	GYMNASTICS	SUM18 Thurs 3-6	YR 3 – YR 6	3.30 – 5.00	19th April 2018	12th July 2018	£65.00	£32.50
FRIDAY	ARCHERY	SUM18 Fri Archery	YR 1 – YR 6	2.30 – 3.30	20th April 2018	13th July 2018	£36.00	£18.00
	MULTI- SKILLS	SUM18 Fri Multiskills	REC - YR6	2.30 – 3.30	20th April 2018	13th July 2018	£30.00	£15.00

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'**.

ParentPay [Home](#) | [Parent Account](#) | [Communication](#) | [Profile](#) | [Help](#) Logout

Welcome,
Parent Name (email address)

Child's Name Add child

Payment items >

Transaction history +

View school and caterer +

ParentPay support +

GLOBAL MONEY WEEK WIN a £50 nimbl top up...
If your child is an aspiring blogger, this competition is for them! [nimbl.com](#)

Child's Name

Pay for other items 1

[View all items](#) [Set up Parent Account](#)

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

Child's Name Add child

Payment items >

Transaction history +

View school and caterer +

ParentPay support +

Payment items

Child's Name - Mon Fencing Year 1-6 1/2 Payment
New Mon Fencing Year 1-6 3.30pm to 4.30pm Starts 24th April 2017 - 10th July 2017 1/2 payment is required to book this club now and the other 1/2 payment will be required by half term. 15.00 [View details and pay](#)

Child's Name - Mon Fencing Year 1-6 Full Payment
Mon Fencing Year 1-6 3.30pm to 4.30pm Starts 24th April 2017 - 10th July 2017 Full payment is required to book this club. 30.00 [View details and pay](#)

- Once you have clicked ‘**view details and pay**’ a payment box will appear 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 card.

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

If you are paying a **half payment**, please pay the **minimum payment**. The second payment will be due by **25th MaY 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, 'Home', 'Parent Account', and 'Comm'. A 'Logout' button is in the top right. Below the navigation bar, there is a 'Welcome,' message and a 'Parent Name (email address)' field. On the left, there are icons for 'Child's Name' and 'Add child'. The main content area shows a list of 'Payment items' with a 'New' badge. A modal window is open in the center, titled 'Child's Name - Mon Fencing Year 1-6 Full Payment'. The modal contains the following information: 'Mon Fencing Year 1-6 3.30pm to 4.30pm Starts 24th April 2017 - 10th July 2017...' with a 'more...' link. A question 'How many would you like to buy?' is followed by a text input field containing '1' and a note 'Min - 1 / Max - 1'. Another question 'How much would you like to pay?' is followed by a text input field containing '£ 30.00' and a note 'Min - £30.00 / Max - £30.00 (set by school)'. Below this, it says 'Limited availability: 30 remaining' and 'Total cost: £30.00'. At the bottom of the modal, there are three buttons: 'Pay by Parent Account' (highlighted with a blue border), 'Add to basket', and 'Cancel'. A 'What is this?' link is also present.

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 Easter holidays. During this time, you can contact Parentpay support – <https://www.parentpay.com/parents/using-parentpay/help-and-support>.