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Lanesend Primary School

Extra-Curricular Activities Policy

School Curriculum Policy

Signed: Date:
(Headteacher)

Signed: Date:
(Chair of Governors)

Review Date: January 2020 (Every 3 Years)
Reviewed By: Teaching and Learning Group and
Progression Team

Lanesend Primary Extra-Curricular Activities Policy

Lanesend Primary School offers a wide range of extra-curricular activities for the children. The philosophy of the extra-curricular clubs is to:

- Increase a child's range of experiences and to try new things
- Develop a child's skills and knowledge in all areas of their development
- Increase social awareness, social skills, group responsibility and empathy
- Foster individual talents and interests.
- Develop character through the Characteristics of a Stand-Out Learner
- Have fun

At our school, we understand that we do what needs to be done in providing extra-curricular activities for the benefits of our children and their development. Our extra-curricular activities allow all our children from different age groups to share ideas, skills and experiences. They have the opportunity to meet other children who are not necessarily in their peer group, and broaden their social interactions.

Children build relationships with staff, with whom they may not normally meet during the school day. The staff also have the opportunity to meet, and work with, children from several age groups, strengthening support and relationships across the school. Staff and children can expand their interests, expertise and experiences by sharing these with others. At the same time, other members of the school community discover new interests and try out unfamiliar skills and experiences. There are opportunities for all members of the school community to be together. Some clubs involve children, staff, families, and other adult helpers and children. Children are offered a wider, richer range of experiences that enhances the school day.

School provides a range of activities that vary across the year. As far as is practicable, clubs cater for a broad age range. Clubs are open to all children, but certain clubs may specify age or gender. Clubs change from term to term and year to year, depending on availability of adults, expertise and commitments. We appreciate the time given to the running of clubs and know that this time is given freely by many of our staff. Families may be asked to contribute to the cost of an extra-curricular activity, to cover the costs of coaches, teachers, resources and travel, especially in order to provide activities not available at the school. The cost of these clubs is then passed onto the families (we will use our Pupil Premium grant to support children who would not be able to attend the club due to cost).

Booking Clubs

Once the programme of clubs is finalised, a letter is sent home with the children via Survey Monkey, outlining the clubs that are available, to which the families can respond instantly.

Families return the survey that states their child's name, preferences and gives permission for the child to attend, as well as information about collection at the end of club. Places are allocated on a first come, first served basis and additional names will be placed on a waiting list for the clubs at that time. For each new club rotation, families have to apply and names on previous waiting lists are not carried forward. A list of clubs can also be found on the school website.

Daily Club Procedure

During all extra-curricular and other after-school activities, the children are expected to follow the school's Behaviour Policy, behaving well at all times. Families are asked to collect their children on time and inform the school if their child is not attending the after-school club.

At the beginning of each new club rotation, every class receives a copy of all clubs and children attending them. Class teachers read out the clubs list each night. Reception and Key Stage One children are accompanied to their clubs. Key Stage Two children are allowed to make their own way to their club.

A club folder is delivered to every adult running a club before the end of the day containing a club list for that day and information for children who attend the Squirrels Den after the club. Upon arrival at the club, a register is taken and then passed to the Family Liaison Officer or a member of the Family Team in her absence, to check that all children are present and follow up any missing children.