



**Cheam Fields Primary Academy, Stoughton Avenue, Cheam, Surrey, SM3 8PQ**

Tel: 020 8644 9055 email: cfoffice@leoacademytrust.co.uk Website: cheamfields.sutton.sch.uk Headteacher: Mrs C Lester

Thursday 28<sup>th</sup> March 2019

Dear Parents/Carers

## Before and After School Clubs Summer Term 2019

Please find attached a list of the clubs that will be running during the next term.  
*If you would like to book your child on to a club that is run by an outside agency, information for these can be found in the leaflet stand in the main reception or ask at the office.*

For the infant and junior choir - if you child is already attending this club you do not need to reply. If you would like your child to come along to these two clubs there will be some places available for new members to join. You need to book a place using the on line parents evening booking system.

**To book before and after school clubs that are managed or led by Cheam Fields staff, we will be using our on-line 'parents evening system'.**

You will be able to make your bookings from:

**6.30pm Monday 1<sup>st</sup> April 2019 -10.30pm Thursday 18<sup>th</sup> April 2019**

To log on to the 'parents evening system' please go to the following web page:

<https://cheamfields.parentseveningsystem.co.uk>

or via the link on the Cheam Fields Primary Academy website

<http://www.cheamfields.sutton.sch.uk> (Links and Downloads section at the bottom of the Home page)

Links and Downloads

 [After School Clubs Bookings](#)

Please follow the on-screen instructions -



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If you do not think we have your correct email address or you have changed it and not informed us please come to the School Office so we can amend your details.

The 'parents evening system' uses the parent/pupil data supplied by you on your child's admission form, therefore you will need to log in with the information you supplied then, for example, if your child is registered with us as Daniel Smith, you will need to log him in as Daniel Smith and not Dan Smith.

Can all parents/carers please add into the notes section any medical information or any medical needs i.e. asthma, allergies etc (see example below).

In addition, if your child is in Years 5 or 6 can you please add into the notes section whether they can walk home after the club or not (see example below).

Football Club

Childs Name

Places Available

My child may walk home after the club  
My child has asthma and needs an inhaler

Book

Cancel

Close

Once the clubs have reached their allocated capacity, the system will not allow any further bookings to be taken for that particular club.

You will receive an email confirming your child's place in the club(s) you have registered for - **as we are trying to save paper, we won't be sending out separate letters confirming places.** Please do not send your child to a club without having booked a place. If you have any problems logging on/or registering your child for a club place, please contact the school office.

Clubs run by Cheam Fields staff will start on the week of **Monday 29<sup>th</sup> April 2019.**

Kind regards

Mrs Barry , Mr Woollard and Miss Bartlett