



Bryn Offa Church of England Primary School

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Headteacher: Mr P Thompson

Monday 12th September 2022

Dear Parents and Guardians,

Clubs Matrix - Autumn Term 2022

Attached to this letter you will find the new extra curriculum Clubs Matrix that lists all the clubs that are available this Term at Bryn Offa. If your child wishes to attend a club, please complete the 'Pupil Name' and 'Class' boxes next to the relevant club, and return the Matrix to school by **Wednesday 14th September**. Please note that we will only accept the Matrix if it has been signed and dated by a parent/guardian and any unsigned Matrixes will be returned.

There are limited spaces available for each club so I have also included the maximum number of spaces available on the Matrix. Please also note that each club is for specific year groups/classes, so please consider this when making your choice. If you would like your child to go to a club, but wish to have an alternative on the same day for your child if they do not get a place, please indicate which is their first and second choice. It is only necessary to do this when applying for two clubs on the same day of the week.

As usual, if your child gets a place in one of the clubs, you will receive an email confirming the place. It is at this point that you will receive the payment request via School Money for the full block of sessions.

Because of outstanding payments for clubs in the past, we would like to request that full payment is made for the whole block of sessions before the start of the clubs. If payment is not received before the start date of the club, your child's place will be allocated to another child.

Any sessions not attended will be refunded at the end of the Term.

Yours sincerely,

Mr Thompson
Headteacher