



# HIGHGATE

PRIMARY SCHOOL

## School Run After School Clubs

### Important Information Regarding How to Book School Run Clubs

12<sup>th</sup> September 2022 – 14<sup>th</sup> July 2023

We will be trialling a new booking system for clubs that are run by the school, these clubs are

Art	Cookery	Gardening
Newspaper	Tennis	Cross Country
Minecraft	Netball	Computing
Mapping	Science	Coding
Drama		

**Bookings:** You are no longer required to email a booking form. If you would like to book a place on the any of the above clubs, please do the following:

- Log on to ScoPay and book and pay for your child's place under Trips & Events/C- CLUB NAME.

#### Paying with Childcare Vouchers

- You are able to pay with childcare vouchers, allocate the vouchers and then book the place by paying £1 and ticking the consent box to give the voucher reference number, to enable us to trace the payment.

Please note, places will be automatically allocated on a first come first serve basis. If places are not available, you are able to put your child on a waiting list by emailing us at [clubs@highgate-pri.haringey.sch.uk](mailto:clubs@highgate-pri.haringey.sch.uk).

Once a club has been booked and paid for in full, the place will roll over each term for the current academic year. A reminder will be sent when the next payment is due. If payment is not received by the deadline provided, the place will be opened up to the rest of the qualifying year groups.

#### Cookery Club Exception

Cookery club is the only club offered on a termly basis. Places will not roll over and everyone will need to book each term.

Thank you.

The Clubs Team

[clubs@highgate-pri.haringey.sch.uk](mailto:clubs@highgate-pri.haringey.sch.uk)



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