



WILLIAM HARDING SCHOOL  
Aim high... Work hard... Be kind...

## WILLIAM HARDING SCHOOL

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Head Teacher: Miss T Cotchin BA(Hons) PGCE NPQH



4<sup>th</sup> November 2022

Dear families,

### Re: Clubs Update

After launching the new booking system for clubs, I am pleased to report that they have been running much more smoothly and we have received some lovely feedback from parents and staff about how much easier the bookings are to manage now. There are a couple of little points to remind everyone about: -

1. Collection from ALL clubs is now the main pedestrian gate at the front of school only.
2. The booking system will remain open. This allows empty spaces to be left available to pupils if they decide they wish to join a club and for you as parents to cancel your child's booking if they change their minds. This ensures the space is released for another child which is particularly important when a club is full.
3. If your child previously attended a club, you MUST ensure you still book their place moving forwards as previous attendance does not guarantee their space.
4. If spaces become available for a previously fully booked club – we will send a Schoolcomms out to all parents in those year groups and it will be allocated on a first come first served basis.
5. Logging into the SchoolCloud booking system you must use your title, name, and last name EXACTLY as they appear on our pupil managements database. This information will have been supplied by yourself when your child started at William Harding.

Should you have any difficulties or questions please contact us.

Yours faithfully,

Miss Judge

Business Support Manager

**Our School Values are: Inclusion, Perseverance, Honesty, Respect, Responsibility and Collaboration.**

