**HOLY TRINITY C.E.(A) PRIMARY SCHOOL**



 Glebe Road, Cuckfield, West Sussex, RH17 5BQ

  Tel: 01444 454295

  Email: office@htprimary.co.uk

 Website: [www.holytrinity-cuckfield.w-sussex.sch.uk](http://www.holytrinity-cuckfield.w-sussex.sch.uk/)

 Headteacher: Mrs. Ann MacGregor

Dear Parents/Carers,

As we look forward to the academic year 2025-2026, we are excited to share some important updates regarding our after-school provision.

Starting next academic year, 2025-2026 we are delighted to introduce a new wrap around afterschool childcare service. This service is designed to provide a safe, nurturing and engaging environment for students who require care beyond regular school hours. The wrap around care will be held in the school hall and will be available from the end of the school day until 6pm.

Due to the implementation of this new service, the school hall will be dedicated to the wrap-around care. Consequently, we will need to reduce the number of after-school clubs offered this year. We understand that afterschool clubs play a vital role in our students’ development and enrichment, and we are committed to offering a variety of clubs that can still be accommodated within our available spaces as well as engaging activities at our new wrap around care.

All of the Extra-Curricular Clubs and Instrumental Music Lessons for the Academic Year 2025-2026 should now be available for you to sign up and register your child. Some clubs however do not always open straight away – please check with them directly. The attached timetables have more information of which clubs are running in September. If your child is interested in joining one of the clubs then please use the details provided to contact the club providers directly to register your child’s interest. Most club providers have a limited number of spaces and therefore the registration of the places is done on a first come first served basis. If when you contact the club provider, the club is full; your child will be put on a waiting list.

Please see the table below showing the exact dates for the extra-curricular clubs and music lessons.

|  |  |  |
| --- | --- | --- |
|  | **Music Providers** | **Club Providers** |
| **Autumn Term** 3rd September 2025 – 19th December 2025 | Monday 8th September 2025 – Friday 12th December 2025 (13 weeks)  | Monday 15th September 2025 – Friday 12th December 2025(13 weeks) |
|  | **Half Term** Monday 27th October – Friday 31st October 2025 |
| **Spring Term**5th January 2026 – 27th March 2026 | Monday 12th January 2026 – Friday 20th March 2026(9 weeks) | Monday 12th January 2026 – Friday 20th March 2026(9 weeks) |
|  | **Half Term**Monday 16th February – Friday 20th February 2026  |
| **Summer Term**22nd April 2025 – 22nd July 2025  | Monday 13th April 2026 – Friday 17th July 2026 (13 weeks)  | Monday 27th April 2026 – Friday 10th July 2026(12 weeks)  |
|  | **Half Term**Monday 26th May – Friday 30th May 2025 |
| **Bank Holidays/National Holidays with School Closed** | 25th December 2025 – Christmas Day26th December 2025 – Boxing Day 1st January 2026 – New Year’s Day 3rd April 2026 – Good Friday 6th April 2026 – Easter Monday 4th May 2026 – May Day 25 May 2026 - Spring Bank Holiday |
| **INSET DAYS** | Wednesday 3rd September 2025Friday 24th October 2025Monday 23rd February 2025Friday 27th Match 2025Wednesday 17th June 2025  |

Clubs will not run on INSET days but these are unknown at the moment but they will be communicated with you as soon as they have been confirmed.

There may however be some exceptions to the dates with some club providers so please refer to the individual club providers for further information. **Please can we remind you that if for some reason your child will not be attending the club that you let the External Provider know as well as the school office using the following details (****office@htprimary.co.uk****) or by calling on 01444 454295.**

We would also like to take this opportunity to remind parents, carers and children that signing up for a club is a commitment and would like to inform you of a new policy regarding club sign ups. If your son/daughter wishes to attend an extra-curricular activity they must make every effort to attend each week. A lot of people voluntarily and willingly give up their time to run these sessions and it is most disheartening to see numbers dwindle as the term goes on. **From now on, if a child is absent for more than three consecutive sessions, they will be automatically removed from the club, and the next child on the waiting list will be offered a place.**

Cancellation of school run clubs will be notified by ParentPay and/or a phone call from the Office and the External Club Providers should contact you directly. Collection after clubs is via the main entrance gate and through the front office.

We appreciate your understanding and support as we make these adjustments to better serve our school community. Further details about the wrap around childcare service, including registration information and fees, will be provided in the coming weeks.

If you have any questions, please do not hesitate to contact the school office.

Warm regards,

The School Office