



HEADTEACHER: CHARLOTTE SLATTERY
LONDON ROAD, TRENT VALE, STOKE-ON-TRENT, ST4 5NT

JCJ/studyclub
3rd September 2024

Dear Parent(s)/Guardian(s),

Extended Study Club takes place every morning and every evening under the controlled supervision of a Study Supervisor on a rota basis.

The club takes place every morning from 8.00am until 8.30am in the Dining Hall for socialising and every morning from 8am in the Library for work – there is no charge for the morning session.

The evening session takes place in IT2 from 3.30pm until 5.30pm and the cost is £6.00 for the use of this facility.

All costs will be charged and payable via Parentpay and it is not necessary to book sessions.

Refreshments are available from 8:00am in the Dining Hall but during the evening session the group will be taken to the dining room where they will have the opportunity to eat a snack that they must provide for themselves.

A copy of the Extended Study Club Rules are on the reverse of this letter for your information.

Should you require any further information please do not hesitate to contact myself.

Yours sincerely,

Mrs J Jones
Extended Schools Co-ordinator

Telephone: 01782 848008, email:sjcollege@stjosephsmail.com www.stjosephstrentvale.com

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EXTENDED STUDY CLUB RULES

- 1.** All students must be in the IT2 by 3.30pm prompt for the evening session
- 2.** Students must register and then remain in IT2. Please ask if you need to leave the room for any reason.
- 3.** Students must not wander around school after 3.30pm.
- 4.** During Extended Study time, students must be actively involved in work. They must not play games on computers until 5.00pm and only if all homework has been completed and the computer is not needed by any other student for homework. If they do not have homework, then Supervisory Staff will help students to access other work e.g. Reading/Revision etc.
- 5.** No food or drink must be consumed whilst at Study Club with the exception of bottled water.
- 6.** If students are involved in other activities after school e.g. Sports Fixtures, they must go to Study Club after their session unless parents collect promptly.
- 7.** Parents will be charged accordingly if their children use this facility.
- 8.** Mobile phones should only be used to receive texts from parents regarding collection and iPods or any other music equipment are not allowed.

**STUDENTS WILL NOT BE PERMITTED TO REMAIN ON SCHOOL PREMISES
UNSUPERVISED**