

HERTFORDSHIRE COUNTY COUNCIL

GADE VALLEY PRIMARY SCHOOL

Headteacher: Mr Daniel Barron BA Honours,
PGCE, NPQH

Telephone : 01442 391324
Email : parents@gadevalley.herts.sch.uk



GADEBRIDGE ROAD
HEMEL HEMPSTEAD
HERTS HP1 3DT
Website: www.gadevalley.herts.sch.uk

January 2026

Dear Parents/Carers

We are pleased to confirm that your child has a place for Ms Clark's Computing Club.

The club will begin on **Friday 23rdth January 2026**. Sessions will run from **3:15pm to 4:15pm**. The last club will be on **Friday 20th March 2026**.

Please familiarise yourself with the Health and Safety arrangements below.

Health and Safety Arrangements for Years 3, 4,5 and 6 COMPUTING CLUB

Teachers: Miss Clark

Time: FRIDAY 3.15pm - 4.15pm

- 1 All pupils will make their own way to the Computing Suite. Pupils need to take **all** their belongings i.e. their coat, bag, lunch box etc to the suite.
- 2 Miss Clark will supervise pupils in the suite.
- 3 The club will take place EVERY Friday. If it does have to be cancelled a message will be sent via **text to the primary contact by 2pm**.
- 4 Pupils may use the playtime toilets, which are easily accessible.
- 5 In the event that you are late, at 4.25pm Ms Clark will take your child to the office. They will then be supervised by a member of Gade Valley staff until they are picked up.
- 6 Pupils with specific medical arrangements/allergies must make arrangements directly with Ms Clark.
- 7 Ms Clark will dismiss pupils to parents/guardians from the suite, at the main office at 4.15pm.
- 8 Ms Clark will have a register with medical conditions and contact numbers.
- 9 If you make alternative arrangements for your child to be picked up please inform Miss Clark or a member of the office staff.
- 10 If your child is going to attend Night Owls you will need to book them a place via the Arbor app and then they will be taken directly to the club to await collection.
- 11 You must inform the school if your child is unable to attend any sessions.