



The Oak-Tree Group of Schools

Head Office: 6-8 Albion Hill, Loughton, Essex IG10 4RA

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Group Managing Principal

Mr Matthew Hagger B.A. (Hons), M.Ed., PGCE

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8 June 2018

Dear Parents

Re: Summer Holiday Activities Programme

I'm pleased to announce that we will be running another holiday activities programme during the long summer months for children from our four schools. There are several options available for each course and as usual you will be able to 'mix and match' between schools.

This summer the activities are based at **Coopersale Hall** and **Braeside Juniors/Seniors**. There will be no activities at Oaklands due to the considerable building work that will be taking place on site throughout the holiday period.

The choices available are as follows:

Course 1: Multi-Sports

Age Range: Current Upper Kindergarten (Oaklands Garden Room) to current Year 6

Staff: Ultrasport coaches led by Steve Grenfell, sports coach at Coopersale Hall and Normanhurst. Steve has run our sports clubs and holiday activities for many years and is supported by a team of qualified coaches who know our children.

Venue: 6 weeks at Coopersale Hall and 6 weeks at Braeside Seniors

Cost: £20 per day with the option of a **minimum** of 3, 4 or 5 days per week

Numbers: Between 25 and 30 children per session with 2 or 3 coaches (depending on numbers)

Content: The days will concentrate on improving general skills and there will be many small-sided matches and tournaments with prizes awarded at the end of the week. The activities include short-tennis, rounders, basketball, hockey, football and cricket.

Sessions:	Course A: Monday 16 July to Friday 20 July	held at Coopersale Hall
	Course B: Monday 23 July to Friday 27 July	held at Coopersale Hall
	Course C: Monday 30 July to Friday 3 Aug	held at Coopersale Hall
	Course D: Monday 6 Aug to Friday 10 Aug	held at Coopersale Hall
	Course E: Monday 20 Aug to Friday 24 Aug	held at Coopersale Hall
	Course F: Tuesday 28 Aug to Friday 31 Aug	held at Coopersale Hall

	Course G: Monday 16 July to Friday 20 July	held at Braeside Seniors
	Course H: Monday 23 July to Friday 27 July	held at Braeside Seniors
	Course I: Monday 30 July to Friday 3 Aug	held at Braeside Seniors
	Course J: Monday 6 Aug to Friday 10 Aug	held at Braeside Seniors
	Course K: Monday 20 Aug to Friday 24 Aug	held at Braeside Seniors
	Course L: Tuesday 28 Aug to Friday 31 Aug	held at Braeside Seniors

Course 2: Drama Workshop

Age Range: Current Year 1 to Year 6

Staff: Samantha King, Speech and Drama Tutor at Oaklands and Coopersale Hall, who is a professional actor with a diploma from the Italia Conti Academy of Theatre Arts. She has appeared in numerous plays, West End musicals, soaps and adverts.

Venue: 1 week at Coopersale Hall and 1 week at Braeside Juniors

Cost: £100 for the full week at Braeside and £80 for the 4 day week at Coopersale Hall

Numbers: Between 15 and 20 children per week with 2 leaders

Content: The days will concentrate on learning various drama techniques, improvisations and plays, with drama games as well. There will be a show for parents to watch on the final afternoon, with rehearsals during the week.

Sessions:	Course A: Tuesday 28 Aug to Friday 31 Aug	held at Coopersale Hall
	Course B: Monday 16 July to Friday 20 July	held at Braeside Juniors



Braeside School

130 High Road, Buckhurst Hill
Essex IG9 5SD
020 8504 1133

Braeside School is the trading name of Braeside School Ltd, registered in England to 6 Albion Hill, Loughton, Essex IG10 4RA
Company no: 0783067



Coopersale Hall School

Flux's Lane, Epping
Essex CM16 7PE
01992 577133

Coopersale Hall School is the trading name of Coopersale Hall School Ltd, registered in England to 6 Albion Hill, Loughton, Essex IG10 4RA
Company no: 3524644



Normanurst School

68-74 Station Road
North Chingford E4 7BA
020 8529 4307

Normanurst School is the trading name of Normanurst School Ltd, registered in England to 6 Albion Hill, Loughton, Essex IG10 4RA
Company no: 9380841



Oaklands School

8 Albion Hill, Loughton
Essex IG10 4RA
020 8508 3517

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Company no: 3654053



The Oak-Tree Group of Schools

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Mrs A Hagger Cert.Ed.



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Course 3: Early Years Sessions

Age Range: Current Lower Kindergarten to current Reception (Transition)

Staff: A team of qualified key workers from the Oak-Tree Schools, all of whom are used to working with Early Years children in their own settings within the appropriate ratios of staff to children and planning for a range of fun and creative activities.

Venue: 4 weeks at Coopersale Hall and 3 weeks at Braeside Juniors

Cost: £25 per day with the option of a **minimum** of 3, 4 or 5 days per week, or £110 for a full week

Numbers: Between 15 and 20 children per session with 3 or 4 keyworkers

Content: The days will be planned according to the EYFS Curriculum and activities will include arts and crafts, messy play, outside play, science and cooking, story-telling and much more.

Sessions:

Course A:	Monday 23 July to Friday 27 July	held at Coopersale Hall
Course B:	Monday 30 July to Friday 3 Aug	held at Coopersale Hall
Course C:	Monday 6 Aug to Friday 10 Aug	held at Coopersale Hall
Course D:	Monday 13 Aug to Friday 17 Aug	held at Coopersale Hall
Course E:	Monday 30 July to Friday 3 Aug	held at Braeside Juniors
Course F:	Monday 6 Aug to Friday 10 Aug	held at Braeside Juniors
Course G:	Monday 20 Aug to Friday 24 Aug	held at Braeside Juniors

Course 4: 'Show in a Week'

Age Range: Current Year 1 to Year 6

Staff: Susie Magill, Performing Arts Tutor at Braeside, who is a graduate of the Mountview Academy of Theatre Arts. She has appeared in several commercials, West End plays and television dramas and runs a Pauline Quirke Academy of Performing Arts.

Venue: 1 week at Braeside Juniors and 1 week at Coopersale Hall

Cost: £100 for a full week

Content: The days will be spent preparing for a show with the group working together on a condensed script, practising acting techniques, rehearsing and putting on a final performance to parents at the end of the week.

Sessions:

Course A:	Monday 23 July to Friday 27 July	held at Coopersale Hall
Course B:	Monday 6 Aug to Friday 10 Aug	held at Braeside Juniors

All courses will run from 9.30am until 3.30pm, with additional before and after care from 8.45am until 9.30am and then from 3.30pm until 4.00pm according to demand. As usual, these additional sessions will be charged at £2 each and payment should be made directly to the staff.

The courses will only be available to children from the four Oak-Tree Schools and it is not intended for children to be limited to attending their own school – please feel free to choose the activity at whichever school is hosting it.

All staff are qualified in their areas, have first aid training, hold current criminal records checks with the DBS and have been trained in child protection procedures.

Children will require a packed lunch (please do not include any nuts or fizzy drinks), appropriate clothing and footwear for indoor and outdoor use. Water will also be available from the school drinking fountains. Please make sure that your children **do not** bring to school any electronic equipment, such as iPads or mobile phones. Instead, they are welcome to bring a reading or puzzle book to read for any breaks during the day.

Demand for places is normally high, so to avoid disappointment please return the attached form **as soon as possible**. Due to the requirement to meet the appropriate staffing ratios in advance, weeks will not be able to be rearranged, cancelled once booked or **refunded**.



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We will aim to accommodate as many choices as possible, and will email you to confirm your booking. If numbers are insufficient for any of the courses we will refund your payment. All children are expected to behave in a disciplined and responsible manner during the courses. We reserve the right to cancel bookings if behaviour consistently falls below the expected level.

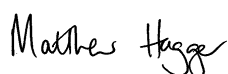
Overview:

		Coopersale Hall			Braeside Juniors		Braeside Seniors
Week 1	Mon 16 July to Fri 20 July	Multi-Sports	-	-	-	Drama	Multi-Sports
Week 2	Mon 23 July to Fri 27 July	Multi-Sports	Early Years	Show in a Week	-	-	Multi-Sports
Week 3	Mon 30 July to Fri 3 Aug	Multi-Sports	Early Years	-	Early Years	-	Multi-Sports
Week 4	Mon 6 Aug to Fri 10 Aug	Multi-Sports	Early Years	-	Early Years	Show in a Week	Multi-Sports
Week 5	Mon 13 Aug to Fri 17 Aug	-	Early Years	-	-	-	-
Week 6	Mon 20 Aug to Fri 24 Aug	Multi-Sports	-	-	Early Years	-	Multi-Sports
Week 7	Tues 27 Aug to Fri 31 Aug	Multi-Sports	-	Drama	-	-	Multi-Sports

I am sure that these sessions will be enjoyed by our pupils and am pleased that they will have this opportunity to keep their minds and bodies active during the long summer holidays.

With kind regards

Yours sincerely



Matthew Hagger
Group Principal



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