

After School Procedures—Primary

All students not in ASP's should be brought to the dining room to wait for their parents.

At 4:00 pm, all children will remain with their ASP teacher and wait to be collected from the ASP room or sports area.

Parents must sign out their child from the Homeroom/ASP teacher.

Any child not collected by 4.10pm, will be escorted to the canteen by the ASP teacher, for supervised late club.

Parents will be charged 300 THB for late collection after 4.15pm.

Foundation Stage Sports and Swimming (Monday and Wednesday)

- All children to get changed in their classrooms at 2.40pm.
- PE staff will collect students from the Foundation building at 3pm.
- All children will take their bags to the PE department. They will put the bags on the tables provided in the sports hall. They do not need to go to the changing rooms

Primary School Swimming only Year 1 – 2 (Tuesday and Thursday)

- Tuesday and Thursday, Year 1- 2 ('Beginner swimmers'). First session starts at 3.05pm
- Children in Y 1 and 2, in this ASP, are to take their bags with them to the changing rooms and they will get changed at 2.45pm, in the PE changing rooms.

Primary School Swimming Year 3 – 6 Intermediate Swimming (Monday and Friday)

- Year 3-6 make their own way to the changing rooms and get changed in the PE changing rooms.

Primary School – Other Sports

- All Primary school Children to get changed in their classrooms (girls in the back classrooms, boys in the front classrooms.)
- KS1 children to wait in the Primary Hall.
- ASP staff will collect KS1 children from the Primary Hall.
- KS2 students in sports clubs to get changed in their classrooms.
- KS2 students to make their own way to the ASPs
- KS2 students to take their bags with them. They will put the bags on the tables provided in the sports hall. They do not need to go to the changing rooms.