



# The Oak-Tree Group of Schools

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## Group Managing Principal

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

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18 September 2019

Dear Parents

### Re: **October Half Term Holiday Sports**

As usual we will be holding multi-sports courses during the October half term holiday period. Now that the large building project at Oaklands has been completed, the course that has been held temporarily at Braeside will be return to the Oaklands site. The sessions will run from 9.30am to 3.30pm on the following dates:

**Course A: Monday 21 October to Friday 25 October at Coopersale Hall**  
**Course B: Monday 28 October to Friday 1 November at Coopersale Hall**

**Course C: Monday 21 October to Friday 25 October at Oaklands**  
**Course D: Monday 28 October to Friday 1 November at Oaklands**

You will see from the booking form attached that the course will cost £20 per day and you can book for a minimum of 3 days each week.

The courses will only be open to pupils from Upper Kindergarten to Year 6 at **Braeside, Coopersale Hall, Normanhurst** and **Oaklands**. Please feel free to choose by school or your closest location – it's very common for some sessions to have more children from other schools than from the school hosting the activity.

As usual the sessions will be run by Steve Grenfell, who has been running our sports clubs for many years, and his coaches. All coaches are fully qualified, hold a current DBS (Criminal Records) check and have first aid and child protection training.

The days will concentrate on improving general ball 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.

As with previous courses, the days 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. **Please note that the latest time to pick up is 4pm.**

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.

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**. There will need to be a minimum of 10 children for each course and we will confirm your booking by email. 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.

Demand for places is normally high, so to avoid disappointment please return the attached form **as soon as possible.**

With kind regards

Yours sincerely

Matthew Hagger  
Group Principal



### 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



### Normanhurst School

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

Normanhurst School is the trading name of Normanhurst 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

Oaklands School is the trading name of Oaklands School Ltd, registered in England to 6 Albion Hill, Loughton, Essex IG10 4RA  
Company no: 3654053



**The Oak-Tree Group of Schools** is the trading name of Oak-Tree Schools Holdings Ltd, registered in England to 6 Albion Hill, Loughton, Essex IG10 4RA  
Company no: 03033574

**Principals/Directors:**  
Mr M Hagger B.A. (Hons), M.Ed., PGCE  
Mr N Hagger M.A. (Oxon)  
Mrs A Hagger Cert.Ed.



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