



Information for teachers

Dear

Thank you for taking the time to organise an A-life (Limited) visit to teach at your school. We believe children taking part will have a great day of fun and learn valuable lessons about sensible eating and the benefits of exercise. With this letter there are two additional forms: 1) Confirmation of Booking: Please check the details for your school and send a copy back to us by fax or post within 7 days; 2) Parental Consent Form: This is optional and up to your school to send out to parents if you feel it necessary. This form is also available to download from our website (www.a-life.co.uk).

Healthy Workshops

Our coach will arrive at your school approximately one hour before the first session, to set up and arrange the activities around the room. Parents are welcome to support pupils during the workshops (we strongly advise schools to organise some adult helpers to support Nursery-Year 2 as the activities involve some reading). It may also be helpful to organise children into groups of four so you can choose who would work well together.

Fitness Sessions

During the fitness sessions we wish to encourage children to have fun and learn safe ways of exercising in and around their homes. We emphasise the importance of children being active in ways they find enjoyable and are capable of maintaining as they grow. All pupils that take part in the Active Circuits (KS2) or Group Fitness (KS1) must be wearing suitable footwear and sports clothing. Pupils that are not suitably clothed will not be permitted to take part in the circuits, for health and safety reasons.

On the day, the coach will assess the safety considerations and space available. There is a suggested maximum of 60 pupils per session. During the fitness sessions, for safety reasons, we advise that parents do not take part or attend so children can concentrate.

Your school will need to provide:

For the Healthy Workshops and Fitness Sessions, we will need your school to provide the following:

- A hall or large room (fitness sessions can be carried out outside, weather permitting)
- 12 large tables
- 8 gym mats
- 1 bench

7-day Online Healthy Challenge

This all-new, interactive health quiz is great fun and educational, maintaining and fostering children's interest in what they have learnt during the A-life healthy school day. As pupils log their activities throughout the week and answer questions (5 questions a day) about healthy living, fun characters reveal facts and tips, teaching children computer skills as well as covering much of the curriculum for PSHE and healthy living. When the challenge has been completed, each pupil can print out a personalised certificate, showing a 'health score' and a 'brain score'.

Classes that take part in both the workshops and fitness sessions will automatically be entitled to take part in the 7-day online healthy challenge. Schools that choose to run workshops only will have the opportunity to take part in the online 7 day healthy challenge for £50 for the whole school for a term. Please see our website for more details and to try a demo version of the online healthy challenge.

Alcohol and Drugs Awareness

This session is for Year 5 upwards due to the sensitive subject. The sessions are best carried out in a hall but can be run in a large classroom. As there is some equipment and set up involved, classes may lose time if we have to move from classroom to classroom. We would need at least 1 hour for this session to run best and to get through the PowerPoint and activities.

We would ask schools to supply:

- A hall or large room with access to use a PowerPoint, either an interactive white board or projector (if possible it would be best to run all the alcohol & drugs classes from the same room throughout the day)
- 2 tables

Special Needs and Disabled Students

We ask that you make us aware of any pupils with disabilities or special needs at least two weeks prior to our arrival so that we can tailor our sessions to the range of abilities.

Health & Safety

This is of paramount importance to us and a risk assessment will be taken before the fitness sessions. If the coach believes pupils are acting dangerously, the session may be cut short.

A-Life will not accept responsibility for any injuries. If your school feels it necessary to gain parental consent, we have attached a consent form, but **please note this is optional to fill in and not required by A-life.**

Payment

You will receive an invoice prior to, or on the day of the coach's arrival, which is to be paid by cheque (made out to A-life limited) or online within 30 days of the invoice.

Account Number: 73287130

Sort Code: 20-91-79

Date Changes & Cancellations

An administration charge of £50 will apply to all date changes once confirmed. If the date changes are made less than 14 days prior to the booking date, the amount payable shall be £200 per day.

For complete cancellations less than 14 days before the day, the amount payable shall be the full amount.

Disclaimer

We are proud of our reputation for quality service provision, promptness and efficiency. We recognise the importance of keeping to timings and always endeavour to ensure prompt arrival and completion of sessions. However, unforeseeable circumstances outside of our control can occur and we are unable to guarantee specific times accordingly.

Please fill in the enclosed Confirmation of Booking form and return it to us within 7 days to confirm the arrangements and your booking date. Should you have any further questions, please contact us prior to our visit. We look forward to coming to your school.