

Saint Mary's Catholic Primary School



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Dear Parents,

6th December 2016

Key Stage 1 Christmas Production - Evening Arrangements

Thank you so much for being flexible with the last minute change in date for this year's Christmas productions. Just to confirm, the dates are:-

- Wednesday 7th December – 6.00pm (Adults only)
- Thursday 8th December – 9.30am (Grandparents, Parents/Carers with babies & toddlers)
- Friday 9th December – 9.30am (Adults only)

Due to the numbers of children taking part, we ask that adults only attend the performances on Wednesday 7th and Friday 9th. However, the performance on Thursday 8th, is also available for grandparents to attend and any parents who need to bring very young children and 'buggies/pushchairs'.

The evening performance requires a little more organisation, with support from you the parents. In order for a prompt 6.00pm start it is important that all the children return to school for 5.30pm. We will then be able to prepare them for the performance and assist them into their costumes.

On arriving back at school all the children in Year 2 are to enter school through their external classroom doors and Year 1 are to enter via 1L's external door. Staff will be ready to receive them and register their arrival. From 5.30pm, adults may come into school via the main office entrance. This way, all people entering the school will be recorded on CCTV. The same procedure will apply for audience members attending the morning performances. However adults with pushchairs will need to access the hall via the double gates and walk around the back of the school to the hall.

The performance will last for approximately 45 minutes. After the performance has finished the children will return to their classrooms, where they will change out of their costumes. Please collect the children as follows:-

2F & 2C from their external classroom door

1L from their external classroom door

1P from the main office reception glass doors

The children will be recorded as having been collected.

I would also like to add a big thank you to you all for supporting the children in the learning of scripts, songs and providing costumes. If we don't get the opportunity to speak to you personally, we wish you all a very Happy and healthy Christmas.

Kind regards - P. Formby

With Christ in our hearts we grow in love to help others.