



*Be the best you can be, every day*

Tuesday 21<sup>st</sup> November 2023

Dear Parents

We are all very excited...Christmas is coming and there is lots happening! This letter, therefore, provides final information and further details regarding the festive events.

Date	Event	Year Group(s)	Time	Gates Open to Parents
Tuesday 28 <sup>th</sup> November	Nativity	Year 2/Kingfishers	<b>9.30am</b>	9.20am
Tuesday 28 <sup>th</sup> November	Nativity	Year 2/Woodpeckers	<b>2.15pm</b>	2.05pm
Wednesday 29 <sup>th</sup> November	Carols	Years 3 & 4	<b>5.00pm</b>	4.50pm
Wednesday 29 <sup>th</sup> November	Carols	Years 5 & 6	<b>6.30pm</b>	6.20pm
Thursday 30 <sup>th</sup> November	Nativity	Year 1/Penguins	<b>9.30am</b>	9.20am
Thursday 30 <sup>th</sup> November	Nativity	Year 1/Puffins	<b>2.15pm</b>	2.05pm
Friday 1 <sup>st</sup> December	Nativity	Reception/Owls & Robins	<b>2.15pm</b>	2.05pm

### For the Infant Events:

- Although we do not limit numbers per family (to allow for younger siblings), we do expect only two adults per family to attend. The children perform in a marquee out on the field at Brockham. However, to ensure there is enough space inside for adults to be able to 'see the action', we do ask that families respect our request regarding audience numbers attending.
- On the day, parents to arrive via the **main gate**, closest to the school office, at the times listed in the table above.
- Parents to then go to the field where there will be adults to show you where to stand.
- Please leave **PROMPTLY** at the end of the event, via the main gate again.
- For the 2.15pm performances, at the end of the events, parents please wait in the bottom playground, where you usually wait at the end of the school day for pick up from the Brockham site. Children will be brought out to meet you.
- Parents have asked if photographing/videoing is permitted, for their own use and not for sharing on and social networks. However, I am mindful that we do not have permissions for some pupils. Therefore if you **DO** have objections to this please contact the school office; otherwise, we will presume that parents are happy to allow this.

### For Year 3 & 4 Carols at 5.00pm we ask that:

- Children and parents to arrive no earlier than 4.50pm.
- Children and parents to arrive via the **main gate**, closest to the school office, where you will receive a programme/song sheet.
- Children to go straight to classrooms
- Parents to go to the field where there will be adults to show you where to stand.

- At the end of the event, parents please wait in the bottom playground, where you usually wait at the end of the school day for pick up.
- Please leave **PROMPTLY** at the end of the event, via the main gate.

### *There will be a tight handover between the two events so*

**for Year 5 & 6 Carols at 6.30pm we ask that:**

- Children and parents to arrive no earlier than 6.20pm.
- Children and parents to arrive via the **Year 5 & 6 gate**, where you will receive a programme/song sheet.
- Children to go straight to classrooms
- Parents to go to the field where there will be adults to show you where to stand.
- At the end of the event, parents please wait in the top playground near the Year 5 & 6 building, where you usually wait at the end of the school day for pick up.
- Please exit via the Year 5 & 6 gate.

### **Polite reminders for everyone:**

- For the Junior Carols, children can wear non-school uniform, must wrap up warm, wearing wellies or appropriate footwear *as the field is rather muddy and slippery*.
- Parents/carers please wrap up too and please do bring an umbrella with you, (rain may forecast) as there will not be room for adults under the shelter of the marquee.
- Please do park considerately and be mindful of the residents, avoiding trying to park anywhere on Wheelers Lane.

Finally, please do sing up...audience participation may be required and is essential in ensuring that we spread as much Christmas cheer as possible!

Yours sincerely



Mrs J L Douglass