



POTTEN END C of E PRIMARY SCHOOL

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Head Teacher
Mr Andrew Morris

Dear Parents

November 2016

CHRISTMAS PRODUCTIONS

We are again having two different productions. There will be two performances of each production as detailed below. **Regrettably, children under the age of 9 will not be admitted to any of the performances.**

Nursery, Reception & Year 1 - "A Little Bird Told Me"

Wednesday 7 December at 10.45am & Thursday 8 December at 10.45am

If you are attending, please take your Nursery child home at the end of the performance.

Years 2, 3 & 4 - "What Christmas Means to Me"

Tuesday 6 December at 2pm & Thursday 8 December at 7pm

On the evening of Thursday 8 December, please bring your child back to school at 6.30pm.

It is expected that all children will be at the evening performance as well as the afternoon performance. If there is an exceptional reason why your child/ren cannot attend either of the performances, please email the office or speak to your child's class teacher as soon as possible, as this may affect their role in the production.

Fire regulations for the school regrettably limit the number of people allowed at any one time at events in the school hall. Therefore, we have tried hard to work out an allocation system that is fair, please help us to keep this event positive for everyone by supporting us in the allocation system. For each of their child's performances, one ticket per family will be allocated. Tickets will be sent home via your child's book bag during week commencing 28 November.

To enable you to share your child's performance with the rest of your family, we are pleased to confirm that we are having the performances professionally recorded. The DVDs will be on pre-sale on WisePay before the event at a cost of £8.00 each. These will be delivered before the end of term (in time for Christmas).

Yours sincerely
Andrew Morris
Head Teacher