



Tudhoe Colliery Primary School

Headteacher: Mr Jim Smith

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CHRISTMAS SHOW - PICKUP ARRANGEMENTS

8th December 2011

Dear Parents

Here are the pickup arrangements for after the Christmas Shows next week. We need to ensure that every child is collected safely; therefore we would appreciate your cooperation in following the arrangements below.

Children should arrive at school for 6:00pm. There will be no staff available to look after children before this time.

1. The Christmas Show will finish at approximately 7:30pm.
2. Parents who have watched the show will be asked to remain in the school hall, while children go back to their classrooms to get changed.
3. Parents who have arrived after the show to collect their children, will be invited into the hall when the show is finished, through the Library door.
4. Refreshments will be available to parents while they are waiting for their children to get changed.
5. Once changed, children will come back into the hall to find their parents.
6. When parents and children are ready, they can leave through the Fire Doors in the school hall.
7. No child will be allowed to leave the school without being collected by an adult.

There will be raffle tickets and refreshments available to purchase on both evenings.

I hope these arrangements help to make the collection of your child safe and simple.

Yours sincerely, Mr Jones.





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