



Headteacher: **Mr J Grant**
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February 2015

Dear Parent/Carer

Sackville's Production of Hairspray

Your child has expressed an interest in being part of the technical crew for our production of Hairspray. I am writing to let you know the arrangements for this weekend's "get in" and for the "get out" on the first Monday of the half term holiday. Your child should know which session they are needed. The times are as follows:

Friday 6th February: 3pm-5pm
Saturday 7th February: 9am-6pm
Sunday 8th February: 9am-6pm
Monday 16th February: 9am-3pm

During these times there will always be staff present and the students will be fully supervised. They should bring with them a packed lunch and suitable drinks. However we are happy to allow them to walk into East Grinstead at lunchtime in groups as long as you indicate that you are happy with this on the slip below.

In addition certain crew members will be needed for some of the four performances and they will be notified. The finishing times will vary but all students involved will be told the estimated finishing times for each show.

I hope that your child is looking forward to what will be hard work but a very enjoyable few days. Please feel free to contact either myself or Mr Wintle at the school if you have any questions regarding this.

Yours sincerely

Mr J Keeble
Assistant Headteacher

To: Mr A Wintle/Mr J Keeble

I give permission for _____ to help as part of the technical crew for the production of Hairspray.

I give permission for _____ to go into East Grinstead at lunchtime on either 7th, 8th or 16th February.

Signed _____

Emergency contact number: Please give an emergency contact number for the days listed above:

Name _____ Number: _____

Please indicate if a different number is best for certain days.



