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December 2018

Dear Parent/Carer

### **Christmas Carol Service – Monday 17<sup>th</sup> December at St Swithun’s Church, East Grinstead**

On Monday 17<sup>th</sup> December at 6.30pm, in St Swithun’s Church, East Grinstead, Sackville School will be holding our annual Christmas Carol Service. We are delighted to be able to offer this in the evening so that parents are able to attend.

As you are aware your child is part of the choir/band and in order to practise their carols in the Church we will be walking up to St Swithun’s on the morning of 17<sup>th</sup> December, leaving Sackville at about 11.10am. Students should meet in the canteen at 11.10am. We will walk up as a group. They should be wearing their outside coats and be prepared for rain as it is a ten minute walk to the Church.

Most students will walk back to school by 1.10pm however if your child is in the junior choir or band they will need to bring a packed lunch with them as they will not be returning until 2.00pm. **Peanuts or peanut related products are not allowed to be taken on any school visit.**

In the evening the service begins at 6.30pm but the choir should arrive at 5.45pm wearing their full school uniform. Please make sure that this is smart. The service is expected to end at 7.30pm. We would be grateful if you can return the reply slip attached to Mr Heatley by Monday 10<sup>th</sup> December.

I do hope that you and your family will be able to attend the service and to join us afterwards for mince pies and a drink in the church hall, provided by our Governors.

Tickets will shortly be available free of charge from the LRC or school reception. I would like to take this opportunity to wish you a merry Christmas and happy New Year.

Yours sincerely

Mr T Heatley  
**Curriculum Leader of Music**



To: Mr T Heatley - music

**Christmas Carol Service – Monday 17<sup>th</sup> December at St Swithun’s Church, East Grinstead**

Name of student \_\_\_\_\_ Form \_\_\_\_\_

I am happy for my child to take part in the school Carol Service which is to be held at St Swithun’s Church on Monday 17<sup>th</sup> December.

I will make arrangements for my child to be collected after the evening service.

We will use the emergency contact details we have on our database for your child for this trip. If however, the contact details will be different for the duration of this trip, please fill in the details below:

Emergency contact telephone number \_\_\_\_\_

Emergency contact name (please print) \_\_\_\_\_

Parent/Carer name (please sign) \_\_\_\_\_

Parent/Carer name (please print) \_\_\_\_\_

Date \_\_\_\_\_

