



24 November 2016

To parents/carers with a sibling at Victoria CE or Swing Gate Infant Schools

Dear parent/carer

The season of Christmas productions and performances will be with us before we know it!

Following liaison with our partner infant schools, I can confirm that I am happy to authorise the absence of Thomas Coram pupils with a younger brother/sister at Victoria CE or Swing Gate Infant Schools to enable them to attend their sibling's Christmas production/performance with you.

The reply slip below contains the performances to which the Infant School Headteachers have indicated they can accommodate older siblings.

For afternoon performances, pupils should be collected from reception at 1:10pm. Please ensure your child knows that they are to come to Reception to meet you at this time. For morning performances, pupils should be returned to school after the performance; please also indicate on the reply slip whether your child will require a school lunch.

If you intend to take up this opportunity for a Thomas Coram pupil to accompany you to see an Infant School Christmas production/performance, please complete and return the slip below so we are aware of which pupils which are being collected early, and which may be arriving late and whether they will require a school lunch.

Yours sincerely

Mr R Halls
Headteacher

Infant School Christmas production/performance Absence Request

Victoria CE Infant School		Swing Gate Infant School	
My child will be attending the Infant performance on: ✓		My child will be attending the Infant performance on: ✓	
School lunch required? ✓		School lunch required? ✓	
Tue 6 Dec (Y1), 9:15am		Fri 9 Dec (FS), 9:15am	
Wed 7 Dec (Y1), 9:15am		Mon 12 Dec (Y2), 2pm	n/a
Fri 16 Dec (Rec), 9:15am		Tue 13 Dec (Y1), 2pm	n/a

Signed parent/carer

Child's name Class