

King Edwin Primary School

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Dear Parents / Carers,

At this time of year, we know that it is crazily busy for so many families. Hopefully this communication will help you a little in terms of details provided in advance of our school visit to the Panto in Newark on Friday.

- All children must come to school in **school uniform** on Friday (this helps us identify our children more easily in the Theatre) School shoes and appropriate clothing/sensible coats etc.
- Our school meals on this day are either the ordered meal from the Kitchen or a packed lunch sent by parents (most school meals have already been booked via the Gateway – well done everyone!)
- **Any children not attending the Panto must be collected before 11.30 am**
- **Our Foundation 1 and 2 setting will remain open**
- **Our Years 1 to 6 classes will all be at the Panto. No alternative provision is available as all staff are required at the visit**
- All lunches will be eaten by 11.50 am in preparation for leaving school shortly afterwards
- A total of 7 buses will arrive at school ready to **depart at 12.05** – they must be given space to turn around on Fourth Ave. so please help us with this.
- Children will be escorted in their named groups to their allocated coach
- We will travel as a school to the Theatre and arrive before 1.00pm
- Children will be toileted and seated ready for **1.30pm start**
- At the interval the children will receive **an ice-cream** -They can take their **own water bottles** for a drink (children with known allergies have been catered for)
- The second half of the show will then start
- The show will end at approximately **3.45 pm**
- The children will then take the bus back to school
- We will arrive back at school **at around 5.00pm - depending on traffic and timings of the show**
- Children will be ushered into classrooms and **released from their normal exit door – PARENTS MUST NOT ASK STAFF TO RELEASE THEIR CHILD FROM THE SCHOOL BUS DIRECTLY**

We can always rely on our parents for support. I have a few requests of parents that will really help make this wonderful whole school experience run smoothly...

1. Please **park away from school**.....if you park anywhere near school buses will not be able to turn around. This may severely delay our departure and arrival at school – please park considerately
2. Please talk to the children about the Panto if they have never been – give them an idea as to what to expect.
3. Please also talk to the children about **behaviour** – we know that KEPS children are respectful and they make good choices most of the time...they are representing our school and our community...we want all members of the public to be as proud of our children as we are.
4. Children will **not need sweets or other confectionery**, they are having an ice-cream
5. Children will **not need money**
6. Any FOKE, Governors or other school staff supporting the visit will also be asked not to purchase anything extra for their child as this would be unfair (I may get myself a coffee though as it is very much needed!).
7. **Please be patient on our arrival and do not try to collect children from the bus – we will not let a child go unless they are collected from the classroom**
8. **After the event... we hope everyone has a lovely weekend before the start of Christmas!**

Our FOKE team are very kindly subsidising travel costs of this experience and we are so grateful for this. A huge 'thank you' to Mrs Bean for organising everything too...what a star! Please keep an eye on our emails/texts/Facebook and Twitter for updates of our visit. Thanks again for all of your support.

Kind regards,
Mr Callaghan-Wetton

