



Headteacher: **Mr J Grant**
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December 2016

Dear Parent/Carer

On Wednesday 14th 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 and in order to practise their carols in the Church we will be walking up to St Swithun's on the morning of 14th, leaving Sackville at about 12.30pm. Students should meet in the canteen at 12.10pm, where they will be able to have an early lunch. 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.

We will walk back to school by 3.00pm. However if you are happy for your child to walk directly home from the church please indicate on the slip below.

In the evening the service begins at 6.30pm but the choir need to 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 for the slip below to be returned to Mr Heatley by Friday 9th 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 for the service can be collected 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

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To: Mr T Heatley

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 Wednesday 14th December.

My child may/may not make their own way home from the church after the rehearsal

I will make arrangements for him/her to be collected after the evening service.

Signed _____ Parent/Carer

Parent/Carer name (please print) _____

