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December 2019

Dear Parent/Carer

### **St Swithun's Christmas Carol Service - Wednesday 18<sup>th</sup> December 2019**

On Wednesday 18<sup>th</sup> December 2019 at 6.30pm, in St Swithun's Church East Grinstead, Sackville School will be holding our annual Christmas Carol Service.

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, 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

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.

I would be grateful if you could complete and return the reply slip attached to me by Monday 9<sup>th</sup> December 2019.

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 are free and can be collected from the school reception. I would like to take this opportunity to wish you a Merry Christmas and a Happy New Year.

Yours sincerely

Mr T Heatley  
**Curriculum Team Leader Music**



To: Mr T Heatley – **Curriculum Team Leader Music**

**St Swithun's Christmas Carol Service - Wednesday 18<sup>th</sup> December 2019**

I give permission for my child to take part in the school carol service.

I will make arrangements for my child to arrive at St Swithun's Church at 5.45pm and will collect them after the evening service at 7.30pm.

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

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

Date \_\_\_\_\_

Email address \_\_\_\_\_

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 \_\_\_\_\_