HIGHFIELD LITTLEPORT ACADEMY

An Active Learning Trust School

Executive Headteacher: Simon Bainbridge
Head of School: Yvonne Skillern

Monday 26th November 2018

Dear Parents / Guardians,

I am writing to invite you to our Christmas concert on 14th December at 1.30pm. Please ensure all visitors have arrived and signed in by 1.15pm. There will be no admittance to those arriving after that time. It will be an afternoon of festive songs and performances followed by mince pies and drinks (for a small donation towards SOHLA). The performance will be at LECA, although you will need to sign in at Highfield Littleport beforehand. The performance will finish at 2.30pm.

Due to the hall capacity we have allocated a maximum of two tickets per student however more may become available closer to the time. I would appreciate you completing the form below so we calculate how many people will be attending. As always you will be able to take your child home after the performance has finished or they travel on transport as usual. If you are taking your child home, please ensure you make transport aware.

Kind regards,

Kirsty Yare
Department Leader

Please return to the school office:

Child's name ……..

We are able/ unable to attend the Christmas concert on Friday 14th December at 1.15 pm.

We would like …….. tickets (maximum of two per student).

I will be transporting my child home ☐

My child will be using their transport as usual. ☐

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