Friday 18th November 2022

Dear Parents/ Guardians,

Please find below information regarding this years LKS2 Christmas Performance, which is being held in the school hall on the following dates and times:

* Wednesday 14th December @ 2.15pm (arrival from 2.00pm)
* Thursday 15th December @ 9.30am (arrival from 9.15am)

As we do each year, we will be keeping a register of all adults who attend each performance.  When you get your tickets please write the name of the person attending on the relevant ticket, these tickets will then be handed in at the performance.  If you forget, we will ask you to do this on the day. The reasoning for this is that we accurately know who is in the building at all times during the school day; it also allows for accurate accountability in the event of an unplanned fire alarm. **Due to these measures it is strictly no ticket no entry.**

We will of course continue to keep a register of all those who are taking photographs/videos of the performances. In line with data protection, all lists will be subsequently destroyed.

**Tickets**

As per previous years, we have allocated **1 ticket per family, per performance**. This ticket allows 1 person to attend the performance. If for any reason you do not require either of the tickets provided please return them to your child’s class teacher. Then we will be able to allocate these tickets should anyone need a spare one. Each class will also have a small amount of spare tickets available for the performances this year. If you would appreciate one, please fill in the slip below and return it to your child’s class teacher, who will allocate the tickets that they have on a first come, first served basis. Alternatively, please feel free to swap amongst yourselves. **Only one spare ticket would able to be allocated per family.**

**Photographs**

We understand that you will all be keen to take photographs of the children in their costumes. So, we will be allowing time at the end of each performance for this to take place. We will also endeavour to take some individual and group photos of the children during our dress rehearsals, which will be uploaded on to the school website. Please be aware that if you are taking photographs you will need to sign one of our ‘In School Photography Sheets’ which will be located in the hall on your way out.

**Pick up**

After Wednesday’s performance, children will be allowed to go home after they have changed out of their costumes. Once the performance has finished, please can you go to your child’s usual pick up point (KS1 Playground/KS2 Cage). Your child’s class teacher will then bring the children outside when they are ready. Children must not be taken straight from the hall and all adults must wait outside for their child, not inside the building. The hall will need to be cleared quickly after each performance.

After the morning performance on Thursday, the children will return to normal lessons for the rest of the school day.

**Parts and costumes**

As always, we have tried, where possible, to give the children the part they requested. However, due to the size of the Key Stage and limited amount of speaking/acting roles it has not always been possible to give children their first choice, however all children are actively involved throughout the production.

Spoken lines have been sent home already and song lyrics are on our ItsLearning class pages. Could we kindly ask that these are practised at home.

More information regarding costumes will be coming out shortly.

**We hope to see many of you at our production, with your singing voices!**

**LKS2 Staff**

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Child’s Name:………………………………………………..

Class:………………………………

Please could I have 1 extra ticket for the following performance(s):

Wednesday 14th December @ 2.15pm (arrival from 2.00pm)

Thursday 15th December @ 9.30am (arrival from 9.15am)