



Morley Place Academy

Morley Place Academy
Old Road
Conisbrough
Doncaster
DN12 3LZ
Tel: 01709 863400
Fax: 01709 863010

email: admin@morleyplace.doncaster.sch.uk
www.morleyplaceacademy.org
Follow us on twitter @MorleyPlace

Head Teacher: Mr P. Rust

1st December 2017

'Bells Ring Out!' **Lower School Christmas Production** **Evening Show, 6th December at 6p.m**

Dear Parents & Carers,

In order for all families to have the best possible experience of the show, we would like to make sure that all of our Y3 & Y4 pupils return to the academy after school next week for the Wednesday evening performance of 'Bells Ring Out!' please. Plus, there will be a special treat for all those that do! Could we ask that they arrive **in their academy uniform** at classrooms for **5.30p.m**, in order to get ready for the show to start on time at 6p.m.

For all parents & families attending the performance, you will be able to take up your seats from 5.30p.m onwards (after drop-off of children!) via the sports hall entrance. After the performance, children may then be collected from external classroom doors from approximately **6.50pm**.

Please note that to ensure the safeguarding of pupils, only the front gate to school will be open that evening.

As it will be dark and there is also no school patrol crossing, can you please ensure that arrangements have been made for your child to be collected after the performance finishes. Please complete the slip below and return it to school by Monday 4th December. Thank you!

We look forward to a great show!

Yours sincerely,

Mr P Rust
Head Teacher



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'Bells Ring Out!' **Lower School Christmas Production 6/12/17**

I give permission for my child, in Class to attend the above evening performance of 'Bells Ring Out' and will ensure that they arrive at school for 5.30p.m.

After the production, I have made arrangements for my child to be collected by the following adult at **6.50p.m**

Signed Parent/Guardian Date.....

Print Name Emergency Contact No

