



12 December 2018

Dear Parents/Carers

Arrangements for Pantomime Visit – Thursday 13 December 2018

As you know we are taking the children to the Hull New Theatre to see the pantomime on Thursday 13 December. The pantomime starts at 2.00pm and finishes at approximately 4.30pm. The school day will begin as normal and then timings will be as follows:

- 11.30am lunch time starts
- 12.30 pm lunch time ends
- 1.00 pm coach pick up
- 2.00 - 4.30 pm pantomime (approximate finish time provided by the theatre)
- 5.00 pm* children arrive back at school (approx.)
- 5.15 pm* children dismissed by teachers (approx.)

Please note changes to lunch time for any children going home for lunch.

*Timings are approximate and will vary depending on the exact duration of the pantomime and traffic conditions.

We will be using several coaches to transport the children to and from the theatre. Upon our return we will walk **ALL** the children back into school to their classrooms.

All parent/carers MUST wait until the children are dismissed from class and MUST NOT attempt to collect their children as they leave the coaches or as they walk into school. Every child needs to be accounted for before being dismissed.

Regardless of your child’s normal “going home” arrangements, if, after the pantomime visit, you want your child to walk home unchaperoned in the dark, you must give your WRITTEN permission to the school office for this to be arranged.

Naturally these arrangements will mean that it will take a little longer than usual to dismiss the children but it is vital in order to keep the children safe.

To help ensure as smooth a hand over as possible the class teachers are asking parents/carers to adhere to the arrangements overleaf for each class:-

Parents of KS1 Children:

Please don't wait by the roadside for the coaches to arrive as the pathways need to be kept clear so that staff can escort all of the children safely to their classrooms to be picked up. Instead please wait in the following places for your child to be handed over to you:

- ❖ Class ES/SC parents to wait inside the fenced area. Children will be dismissed one at a time from the door.
- ❖ Class TJ parents asked to queue in single file at classroom door to receive children who will be dismissed one at a time from the door.
- ❖ Class JP parents asked to queue in single file at classroom door to receive children who will be dismissed one at a time from the door.
- ❖ Class SA children will leave via their normal exit – please queue in single file at this entrance door. Children will be dismissed one at a time from the door.

Parents of KS2 Children:

Please don't wait by the roadside for the coaches to arrive as the pathways need to be kept clear so that staff can escort all of the children safely to their classrooms to be picked up.

Please keep the sloping path that leads from the 'RED KS2 Pedestrian gate' to the 'Y3/4 Entrance Door' **COMPLETELY CLEAR AT ALL TIMES**. The coaches will be arriving back at different times and therefore this path must be kept **completely clear at all times** so that staff can escort all of the children safely to their classrooms.

Instead please enter the grounds via the driveway gate and either wait on the playground (for year 5/6 children) or on the triangular no parking area (for year 3/4 children)

Thank you for helping us to make this an enjoyable and memorable Christmas event for the children.

Yours sincerely



Mr R Orr
Headteacher