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29<sup>th</sup> November 2016

Dear Parent/Carer

We are fast approaching Christmas which is a very busy time for everyone, and I wanted to update you on events at school at such an exciting time for everyone.

**Keynsham Junior School's Carol Concert – Friday 2<sup>nd</sup> December 2016 @ 10.30am**

Those of you who are old hands at St John's School will know that each year I arrange a joint Christmas Carol Service for the Junior aged children of all the schools in Keynsham Town. Keeping with tradition, this year the service is on **Friday 2<sup>nd</sup> December at 10.30am**. We will be leaving school at 9.50am and I would be very grateful to any parents, or perhaps grandparents, who would be able to help walk our children to and from the church

The Carol Concert will be a wonderful coming together of over 400 children who, together with their teachers and parent helpers, will be led in worship by Rev'd M'Caw and the Schools' Ministry Team. My thanks to everyone who helps to make the occasion such a special event and one that always signifies the start of the Christmas season to my mind.

If you or a grandparent is able to help, please leave your/their name with Mrs Manuel in the school office. Thank you.

**St John's PTA Christmas Fair – Saturday 3<sup>rd</sup> December 2016 12-2pm**

The PTA are very busy organising our annual Christmas Fair that will take place on **Saturday 3<sup>rd</sup> December**. Santa's grotto tickets are available at the office at the beginning and end of the school day from a member of the PTA. Also this year the PTA are asking for donations for the bottle tombola and toiletries which can be given to the PTA committee member on Santa's Grotto duty at the school office all week. **Please can donations of chocolate and cakes be brought to school on Friday 2<sup>nd</sup> December only.**

Most importantly please come along to the fair, enjoy the day and help raise funds for your children.

**Christmas Lunch – Wednesday 7<sup>th</sup> December 2016**

The kitchen are preparing for our Christmas lunch which is on **Wednesday 7<sup>th</sup> December**, and I have attached the menu. As you are aware all children in the Infants are entitled to receive a Universal Free School meal.

**Parents of Junior Children:** Payment for this meal (**£2.00**) can be made using SchoolMoney, our online payment system using your unique login and password details. I will ask Mrs Manuel to resend your details via text and email so the details are easily at hand. Alternatively you can pay via cash or cheque and should be sent w/c **Monday 5<sup>th</sup> December and not before**. This can be included within the normal Monday payment for that week's school meals. If your child is entitled to receive free school meals no money is required.

Please note the kitchen will not be offering a salad bar on Christmas lunch day.

### **'Save the Children' Christmas Jumper Day**

You may have seen this charity event advertised, and we will be supporting Christmas Jumper Day on the same day as our Christmas lunch - Wednesday 7<sup>th</sup> December. Children are invited to wear a Christmas jumper/t-shirt or even a top that has been customized at home, in exchange for a donation to Save the Children. Please send in your donation on the day. Other than a Christmas top, usual uniform rules will apply.

### **Infant Nativity –Tuesday 13<sup>th</sup> Dec 2.15pm and Wednesday 14<sup>th</sup> December 9.30am** **And Junior Carol Concert Wednesday 14<sup>th</sup> December 2.00pm and 7.00pm**

Due to a recent Fire Safety Audit, and a recent increase in the St John's School family, for Health and Safety and Fire regulations we need to limit the amount of people we have in the audiences of school productions. As usual we will be having 2 performances of the Junior Carol Concert and we are running two performances for the Infant Nativity. All performances will be ticketed. **Anyone without a ticket will not be able to attend.**

Each family will initially be offered **2** tickets for **one** of the Infant and/or **one** of the Junior performances depending on which class your child is in. For example if you have a child in both Infants and Juniors, you will be offered 2 tickets for one Infant performance and 2 tickets for one Junior performance, however if you have more than one child in only the Infants or only the Juniors, you will only receive 2 tickets per family and not per child. The tickets are for adults and children in Y7 or above, however if you need to bring a younger sibling, we would ask that they sit on an adults lap, and that you let us know on the reply slip in order for us to know numbers. Please indicate on the attached form which performance you would like to attend, and where possible we will try and accommodate your first choice. You will receive your tickets by Tuesday 6<sup>th</sup> December.

If there are any spare tickets left over, they will be available on a first come, first served basis on Friday 9<sup>th</sup> December but will again be limited to an additional 2 per family.

On the day of the performances please do not arrive on site more than 15 minutes before each service begins and use the bottom hall door, not the main reception doors. We would like to respectfully ask that no prams are inside the building during the Nativity shows. Prams should be left outside the playground doors and we also ask adults attending to keep exits clear.

**During all Performances:** Please ensure that pathways between chairs are not filled with push chairs or 'extra chairs'. ***These are our paths to the emergency exits and they must not be blocked.*** The spaces that have been cleared of chairs and other obstacles are necessary if the school is to meet fire regulations.

### **Junior Carol Concert Evening Performance**

Please may I ask that all of our junior children come to the carol service. It has been the case in the past that children, some with key parts, have not turned up for the evening performance and without any prior warning. Clearly, this puts a great deal of pressure on staff who then must alter the performance of up to 30 children with no notice whatever just before the performance itself. This clearly puts the success of the whole class's contribution to the carol concert at risk of failure. ***If your child really cannot attend, please can you write to the class teacher accordingly to give them time to change their plans. Please be aware that this will likely mean that your child's part needs to be allocated to another child who is able to attend the evening performance.*** There are only a very few occasions when we ask that our families prioritise school events; please can this be one of them.

**Before the Performance:** Please enter the school via the doors at the rear of the school hall (i.e. the doors used by junior children when they enter school in the morning). The doors will be opened at 6.45p.m.

**After the Performance:** Please collect your child/ren from their classrooms. You will no doubt be aware that this is a very difficult time for teaching staff to supervise. Invariably, children need help to get dressed, to find their clothing or have other concerns that require the teacher's attention. Furthermore, it will be dark outside making it impossible for teachers to see who might be waiting to collect each child. Therefore, please ensure that you come in to the classrooms and advise the class teacher that you are to take your child/ren. ***Children will not be permitted to leave the building without a parent. If your child is not to be collected by a parent, please advise the class teacher in writing of the name of the known adult who is to collect them.*** Thank you.

### **Christingle Service – Thursday 15<sup>th</sup> December 10am**

We will be holding our annual Christmas 'Christingle Service' for our families at St John's Church on **Thursday 15<sup>th</sup> December at 10.00am**. We will be leaving school at 9.30am and walking to the church. The service will be run by the clergy and will involve traditional Christmas celebration items, including readings, Christmas carols and of course, the lighting of Christingle candles. This is the eighth time that we have held a special service for the children and families of our school and we hope that you, and perhaps the children's grandparents, will be able to attend our service and make it a real family occasion. Last year's Christingle Service was very special indeed and I very much hope that this year's service will be just as successful.

Again, I would be very grateful to any parents, or perhaps grandparents, who would be able to help walk our children to the church and to supervise them during the lighting of children's Christingle candles, an important part of the service. If you are able to help, or if a grandparent is able to help, please leave your/their name with Mrs Manuel in the school office. Thank-you.

### **Pantomime – Aladdin – Thursday 15<sup>th</sup> December 2016 pm**

We have arranged for DreamTime Shows Theatre Company to come and perform the pantomime 'Aladdin' for the children on the afternoon of **Thursday 15<sup>th</sup> December**. My thanks to our excellent PTA who have once again offered to pay for the cost of the performance. I'm sure that the children will enjoy their Christmas live treat!

### **Toys on last day – Friday 16<sup>th</sup> December 2016**

All children are able to bring in a small toy/game to play with on the last day of term. Please note that children are not to bring in any electronic toys.

### **Infant Christmas Party – Friday 16<sup>th</sup> December 2016 pm**

KS1 children can come to school in their party clothes and suitable footwear on Friday 16<sup>th</sup> December for their Christmas Party where the children will play a number of games, in the hall, during the afternoon. All children will be provided with a drink and a chocolate biscuit. Please let your child's teacher know if you do not want your child to have the refreshments offered.

Thank you for your co-operation.

Many thanks.

Yours sincerely

Dr M R Cottrell

Headteacher, St John's Church of England Primary School

Deputy Chief Executive Officer and Director of Primary, Wellsway Multi Academy Trust

National Leader of Education





## 'Zest' Christmas 2016

Traditional roast turkey  
With pigs in blankets & roast gravy

Or

Roast veggie loaf with Quorn sausage  
served with vegetarian gravy

Both options will be served with roast or boiled potatoes,  
sprouts, peas and carrots

Mince pie  
Christmas pudding with custard  
Chocolate log  
Christmas ice cream  
Or fruit cup

## Infant Nativity Ticket Request form

Child's name ..... Class .....

I would like 2 tickets for Tuesday 13th December 2.15pm

**Or**

I would like 2 tickets for Wednesday 14<sup>th</sup> December 9.30am

I will be bringing ..... younger child/ren and understand they will need to sit on my lap  
(Please complete as applicable)

Name ..... Signed .....

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## Junior Carol Concert Ticket Request form

Child's name ..... Class .....

I would like 2 tickets for Wednesday 14<sup>th</sup> December 2.00pm

**Or**

I would like 2 tickets for Wednesday 14<sup>th</sup> December 7.00pm

I will be bringing ..... younger child/ren and understand they will need to sit on my lap  
(Please complete as applicable)

Name ..... Signed .....