



THE
NEW GUILD
TRUST

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Dear Parent/Carer of _____

Your child is taking part in the **Dance Extravaganza on Tuesday, 14th March 2023 at the Victoria Hall.**

Please be aware that Children will be attending the rehearsal at the Victoria Hall during the school morning with members of our staff. They will be leaving school promptly at **8:55am therefore Children need to be in the school by 8.30am and go to class 6B to register.** They will be travelling by coach provided by the council.

We have been informed that this particular night is a sell out so it is going to be VERY busy! Therefore, it is important to remember the following information to ensure pupils stay safe whilst being dropped off and collected etc.

On the night Parents and Carers are recommend that pupils try to arrive at the theatre between **5.40am and 6pm** and make their way to the **drop off point**, clearly shown on the attached map. Infant and primary schools are to meet in the atrium.

Car parks will be extremely busy (especially St John's car park opposite the theatre) please allow extra time to arrive on time

We have been asked to **strongly encourage** parents and carers that once they have dropped off their child to immediately make their way up stairs to **the waiting areas in the circle and upper circle.** This will help the safety of the children as we move them from their meeting point to the stalls. The **atrium** should be a drop off point **only** not a waiting area for parents.

At around 6pm, each school will make their way to their seats one by one. Performance will end at approximately 8:00pm.

At the end of the evening, parents will be informed by the over stage screen where to collect their child. As you can see from the map MPJS children will need to be collected by parents **from their seats.**

The school have arranged costumes, children need to arrive at the theatre in their costumes ready for the performance. All long hair needs to be in a ponytail.

Please ensure that **any medication** that your child needs is clearly labelled with their name and dosage requirements and that the teachers are aware that your child has the medication with them.

Kind regards,

Mrs Davies and Miss Sherratt

I have read the above information regarding the Dance Extravaganza taking place on **Tuesday, 14th March, 2023.**

Child Name _____ Class _____

Parent/Carer Name _____ Signed _____

Date _____

In case of emergency contact telephone name and number/s _____

Medical Information _____

