

Green Top

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Headteacher: Kelly Overson



Dear Parent / Carer

I am writing to communicate arrangements for carols around the tree on Friday 20th December.

We will open the school gates at **12:45** in readiness for the children to end the autumn term with our annual carols around the tree which will begin at **1:00pm**.

You WILL NOT be able to collect your child before the carols and the office will be closed from 12:45 - 1:30 until they have finished singing as all staff will be involved. All children will receive their afternoon mark.

ALL of our children will make their way out to the KS2 playground for you to join them in singing a collection of Christmas songs!

Children will return to class following the carols to collect their belongings and then you will be able to collect from their usual door where staff will complete registers so we know who has left.

During and after the carols, the Friend's of Green Top have arranged for refreshments to be on sale. In addition to this, Christmas gifts will be on sale.

We look forward to seeing you there!

Kind regards
Kelly Overson