



ELM ACADEMY PTA (Parent Teacher Association)

where all our **children** come **first**



13th October 2017

Dear Parents and Carers,

We are pleased to announce that the end of term school discos will take place on **Thursday 2nd November** in the KS2 hall at the following times:

Reception – 2.30pm - 3.30pm

KS1 Yrs 1, 2, 3 – 4pm - 5.15pm

KS2 Yrs 4, 5, 6 – 5.30 – 6.45pm

Fancy dress is optional.

Money for tickets must be placed in an envelope clearly marked with your child's **full name, their class and the word 'DISCO'**, and given to your child's class teacher. Entry will cost £4.00 and this includes 1 hotdog, 1 carton of juice and 1 snack. KS2 will be able to purchase extra cakes and pocket money items at the disco.

Unfortunately, we are unable to accept loose money at the office.

Please be advised that we must check in each child individually on a register before each event so that we comply with health and safety regulations. Parents are asked to collect their children from the KS2 hall door at the end of the disco, where children will be called by name and **only** allowed to leave when their designated adult arrives to collect them. Please complete the slip below to confirm that you will be collecting your child or whether another adult will be doing so. We must insist that no child walks home unaccompanied.

It is **essential** that you sign the slip and enclose the correct money, otherwise your child will not be allowed to take part.

The deadline for returning the slips is Tuesday 31st October. Any slips returned after this date will not be accepted.

Thank you for your continued support.

Yours sincerely,

Elm Academy PTA

Child's name and surname: **Class:**

I give permission for my child to attend the disco yes/no

I will be collecting my child at the end of the disco yes/no. If no, please state who will collect your child:

Name: **Relationship:**

I would like a **veggie hotdog:** yes/no

My child has the following allergies/dietary requirements/medical conditions:

Signed:

Date: