

GREAT CHESTERFORD C of E PRIMARY ACADEMY

Dear Parents

Christmas Productions 2019

You are warmly invited to our Christmas Productions which are as follows:

Tuesday, 10 December 2019	Afternoon:	KS1 at 1.30pm KS2 at 2.15pm
Wednesday, 11 December 2019	Afternoon:	KS1 at 1.30pm KS2 at 2.15pm
Wednesday, 11 December 2019	Evening:	KS1 at 6.15pm KS2 at 7.00pm

All performances will take place in the School Hall.

The Christmas Productions are always popular so there is a limit of **four tickets per family, per key stage**.

Demand for the evening performances tend to be particularly high, so if you are able to attend one of the afternoon performances instead it would be very helpful.

To book your seats, please login to the school's online appointment booking system. This allows you to choose your event and you will receive an email confirming your seat allocation.

The booking system will open at **5pm on 24 November 2019**; and close at **8pm on 4 December 2019**.

Please visit <https://greatchesterford.parentseveningsystem.co.uk> and login with the following information, This must match the information held on the school's database, otherwise you may have difficulty logging in.

Parent Email Address
Parent Title and Surname
Student Date of Birth

We will re-open the system to book additional seats (if available), at **5pm on 5 December 2019** and further details will be sent by email regarding this. Please do not contact the school regarding additional tickets at this stage.

We would also ask that pre-school children and babies only attend the afternoon performances, and that parents be mindful of others if their young children become restless. Your child will require their own seat allocation, unless they are seated on your lap for the performance.

There will be an interval after the KS1 performance to allow the parents of KS2 children to take their seats. We respectfully ask that the parents of KS1 children depart promptly at the end of their performance.

Due to health and safety and space restrictions in the school hall, we will be checking names upon arrival; and unfortunately, if you have not reserved a seat you will not be able to attend the performance.

Yours sincerely



Mrs Sarah Mitchell
Headteacher