Children First
OUTWOOD
PRIMARY ACADEMY LEDGER LANE

Outwood Primary Academy Ledger Lane
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Chief Executive Principal, Primary: Mr Lee Wilson
Associate Principal: Mrs Rachael Skirrow

Monday 10th October 2022

Halloween Disco Thursday 20th October 2022

Dear Parent/Carer,

The Halloween Disco will be on Thursday 20th October. KS1 will be from 4.30 pm to 5.30 pm, followed by KS2 from 5.45 pm to 6.45 pm.

Tickets will be on sale at the gates from Tuesday 11th October. All tickets include a drink and there will be a small tuck shop available on the night. All tickets are £2.

Volunteers
We do require volunteers to help out on the night, especially for KS1. We would be grateful for any help that you can give. If you can help, please contact reception as soon as possible and we will pass your details on to the Fundraising Team.

Arrival & Collection Arrangements
Please be patient when collecting your child. Our system is in place to ensure the safety of all the children. When dropping off and collecting, please enter through the main reception door and exit through the door at the back of the hall. You will then be directed to leave through the door next to Nursery. For KS2 children, should you wish your child to meet you outside, they will need a note before we allow them to leave the premises.

Please take your child's coat home when they are dropped off.

Mobile Phones
There will be no mobile phones allowed at the disco. Should your child need a phone to contact you, it should be handed in to a member of staff for safe keeping.

Adult Help
Due to health and safety reasons, we would appreciate it if parents/carers who are not involved in supervising the event leave as soon as they have dropped their child off.

Many thanks

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Registered office: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF

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