

Dear Parents and Carers

Final arrangements for the Key Stage 1 and 2 Christmas Variety Performances

We would like to share a few final, but important details about our Christmas performances taking place on **Wednesday 18th December**, please read the following carefully.

- **Years 1 and 2 – performing 2.15-3.00pm**

Children will perform in their school uniform.

The Academy has organised coach transport to The Meyer Theatre for Year 1 and 2 children. Lunch will be at school as normal. Children should bring as little to school as possible that day – no bookbags please - bring lunch in a carrier bag that can be disposed of at school, so that children only have their water bottle and coat to manage on the coach.

Parents must collect children from the Meyer Theatre by 3.15pm.

Younger/older siblings who are at school that afternoon will be looked after if parents are slightly late getting back to school from Millfield. Siblings may be collected from Gophers Classroom – the classroom at the front left-hand side of the school, next to the Main Pupil Entrance.

- **Years 3 and 4 – performing 5.45-6.30pm**

Children should wear their school uniform and please can they wear some form of Christmas headgear - antlers/Christmas hair ties/tinsel/Christmas hat, etc.

Parents are to deliver performing Year 3 and 4 children to The Meyer Theatre at 5.30pm. Please could parents wait in the foyer whilst we take the children into the Theatre to get them settled. **Parents are to collect children from The Meyer Theatre at the end of the performance**, unless they have an older sibling taking part in the Year 5/6 performance, in which case, they will be supervised by our staff until the Year 5/6 performance ends.

The children **do not need coats or water bottles** as there is a lack of storage backstage. Please keep these items with yourselves for after the performance.

- **Years 5 and 6 – performing 7.00-7.45pm**

Children should wear their school uniform and please can they wear some form of Christmas headgear - antlers/Christmas hair ties/tinsel/Christmas hat, etc.

Parents are to deliver performing Year 5 and 6 children to The Meyer Theatre at 6.45pm, unless they have a younger sibling taking part in the Year 3/4 performance, in which case the older children can arrive with their younger sibling at 5.30pm, and they will sit with our staff, watching the Year 3/4 performance until it's time to get ready for their own performance.

Parents should not enter the foyer until directed by Academy staff as we need to get the Year 3/4 audience out safely to collect their children. When directed, please wait in the foyer whilst the children are collected and settled by the staff and then we will sign the audience in.

Parents must collect all children from the Meyer Theatre at the end of the performance.

The children **do not need coats or water bottles** as there is a lack of storage backstage. Please keep these items with yourselves for after the performance.

Important health and safety information for years 3/4 and 5/6, please read carefully to ensure the safe arrival and pick up of children and families:

- Please **do not** arrive at the venue before the scheduled time, as we will not be able to let you in.
- Please wait **outside** the Meyer Theatre until the Academy staff direct you in and then follow the signage for your child's year group to be signed in; each year group has their own door to enter the theatre.
- Please collect children from **outside the theatre**; the side doors are signposted for your pickup. This is important to ensure there are **NO FIRE RISKS** in crowded areas between the two evening performances.

There is no charge for this event. However, voluntary donations for **2Wish** - support for those affected by the sudden death of young people - can be made on the door. Information about 2Wish can be found at: <https://2wish.org.uk/> (Registered Charity Number 1168140). This is a charity very close to our hearts.

NO PHOTOS OR VIDEO

Unfortunately, due to the fact that my requests for pictures 'not' being shared on Facebook have been ignored in the past, as well as an increasing need to protect our families, I have no option but to impose a blanket ban on all photography and video during this year's performances or at any other time when visiting the Academy site. This is to safeguard our vulnerable children and families. I would not wish you to inadvertently expose a child to the risk of harm and put pressure on loving families. **Anyone caught taking photos or video will be asked to stop or leave the premises.**

If you have any questions or concerns about these arrangements, please do not hesitate to contact us.

Yours sincerely



Brian Walton

Directions to The Meyer Theatre, Millfield School, Butleigh Road, Street, BA16 0YD

The Main Car Park (shown at the top of the map below) and make your way to The Meyer Theatre (building 'No. 5' on the map below).

