

13th November 2023

Dear Early Years Parents and Carers

EARLY YEARS' CHRISTMAS PERFORMANCE

We are looking forward to the Early Years Christmas performance, **'Take a Walk Christmas Bear'**, which will be on **Tuesday, 12th December at 2.30pm**.

For this performance, we would like all children to wear black, brown (any shade) or grey trousers/shorts/leggings and t-shirt/shirt/jumper. Please do not go out and buy new clothes especially for our performance, please let us know if you are struggling to find items and we will try to help. Please send in **clearly named** clothes, in a **clearly named** carrier bag, by Friday, 1st December 2023.

On the day of the performance, we would like to paint a black nose on each child. If you would prefer us **NOT** to do this, please email office@brooksideacademy.co.uk FAO: Miss Ollier/Mrs Cross and let us know by Friday, 1st December 2023. We will assume you give your permission, if we do not receive an email stating otherwise.

Parents of our Early Years children in Specialist Provision, should liaise with their child's class teacher beforehand about the performance.

Please book your seat(s) via the Parents Evening system on our website:

<https://brooksideacademy.co.uk/Parents-Evening/>

Bookings go live at 6.00pm today (13th November). Please contact the Academy Office if you experience any difficulty with this system. The booking system will close at midnight on Sunday 26th November.

Due to limited space we are only able to offer three seats per family. Please email requests for additional seats to office@brooksideacademy.co.uk and we'll add you to a waiting list – extra seats will be issued when the booking system closes, dependent on availability.

We apologise that we do not have room in the School Hall for prams and pushchairs.

There is no charge for this event. However, voluntary donations for **Great Ormand Street Hospital** can be made on the door.

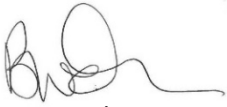
If it is essential that you travel by car please ensure that you park responsibly, respecting local residents and allowing buses clear access.

NO PHOTOS OR VIDEO

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.** Staff will take photos of groups of children in their costumes, which will be available to view on our website (if 'use of photograph' permissions allow).

If you have any questions or concerns about these arrangements, please do not hesitate to contact your child's Teacher or Key Person.

Yours sincerely

A handwritten signature in black ink, appearing to be 'BW', with a long horizontal flourish extending to the right.

Brian Walton