

16th November 2017

Dear Parents/Carers

**Winter Wonderland Christmas Party
at Coopers` Company and Coborn School on
Monday 4th December 2017
4.00pm-7.00pm**

Once again we have been invited to the excellent Coopers' Party in Upminster. As usual we shall be going by coach immediately after school on that day and returning to Joseph Clarke School by approximately 7.00pm.

You will need to arrange to pick up your child from Coopers' School, St. Mary's Lane, Upminster, RM14 3HS at 6.00pm or from Joseph Clarke School at 7.00pm.

If you wish your child to go to the party please indicate on the attached permission slip. At this moment in time we will see how many wish to attend and also if we have enough staff volunteers (if over numbers then priority will be given to the older aged pupils). We will let you know in due course if your child has a place.

Please let us know by Monday 20th November 2017.

If you have any queries or need further details, please do not hesitate to contact us.

Yours sincerely

I Cox
Headteacher

PUPIL NAME:

I give permission for my son/daughter to attend the Coopers' Party on Monday 5th December 2016.

Please delete where appropriate:

- I will arrange to pick him/her up from Coopers' Company and Coborn School at 6.00pm.
- I will arrange to pick him/her up from Joseph Clarke School at 7.00pm.

Signed:

Contact Telephone Numbers on that evening:

Home Number:

Mobile Number: