



Monday 24 November 2025

Dear Parents/Carers,



As part of our Christmas celebrations, we will be holding a traditional **Christmas Meal on Tuesday 16th December 2025**. Once again, we would like to invite you as Parents/Carers/Grandparents to come and enjoy a lunch with your child or children in your family.

In order to cover all supplies, the **cost to attend this event will be £3.20 per child and £4.50 per adult**. Return slips to be completed can be found attached to this letter.

In order to prepare and ensure that an appropriate amount of ingredients is ordered we will need to **receive all return slips and payment via parent pay by Friday 5<sup>th</sup> December 2025**. **Any slips or payment received after the given date cannot be accepted, as food has to be ordered well in advance and we need to know exact numbers.**

Once we have established how many people, we need to cater for we will send out an additional letter with details of timings and arrangements.

Due to the anticipated numbers requiring a lunch we will have to limit **Parent/Carer/Grandparent places to two per family**.

As we are expecting a lot of interest in this event, we will be unable to offer an alternative hot meal on this day. Therefore, if your child does not want a Christmas lunch, you will need to send your child to school with a packed lunch. **Even if your child is in receipt of free school meals, because of their age or other circumstances, you will still need to complete the return slip and return it to the office by Friday 5<sup>th</sup> December 2025.**

If you require a vegetarian option or any other dietary needs, please can you write this clearly on the return slip.

If you require any additional information or have any questions, please do not hesitate to ask.

Yours sincerely,  
Mrs E. J. Pickford (Headteacher) & Team

**This school is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment.**



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Christmas Lunch - TUESDAY 16th DECEMBER 2025

Please complete the following slips below - One for yourselves as parent/s and one for each child in your family requiring a Christmas lunch.

I will require \_\_\_\_\_ parent Christmas lunches and \_\_\_\_\_ child/ren Christmas lunches and I have paid the correct money of £4.50 per parent/£3.20 per child via parent pay.

PLEASE NOTE: You will need to adjust the amount on parent pay to match your payment requirements. Also please note below if you have any food intolerance/ allergies

Food Tolerances/Allergies:

PARENT SLIP

PARENTS NAME/NAMES \_\_\_\_\_

CHILDREN IN FAMILY \_\_\_\_\_

Signed: \_\_\_\_\_ Parent/Guardian

Print: \_\_\_\_\_ Parent/Guardian

CHILD SLIP

CHILD'S NAME \_\_\_\_\_ CLASS \_\_\_\_\_ FSM \_\_\_\_\_

I will require a Christmas lunch for my child above and I have paid the correct money of £3.20 via parent pay.

CHILD'S NAME \_\_\_\_\_ CLASS \_\_\_\_\_ FSM \_\_\_\_\_

I will require a Christmas lunch for my child above and I have paid the correct money of £3.20 via parent pay.

CHILD'S NAME \_\_\_\_\_ CLASS \_\_\_\_\_ FSM \_\_\_\_\_

I will require a Christmas lunch for my child above and I have paid the correct money of £3.20 via parent pay.

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