



25 November 2015

Dear Parent(s)/Carer(s)

**Nottingham Free School Christmas Concert – Thursday 10<sup>th</sup> December 2015**

We are pleased to inform you that as part of your child's involvement with the schools extra-curricular charity group, your son/daughter has volunteered to help out at our Christmas Concert which is being held at Nottingham Free School on Thursday 10<sup>th</sup> December 2015.

The charity group will be providing refreshments and running a raffle to raise money for the refugee crisis. He/she will need to be at school for 6.00pm in readiness for the 6.30pm start of the performance and will need to remain at school until approximately 8.00pm. If your son/daughter wishes to remain in school between 4.45 pm and 6.30pm, food will be provided. If you are not attending the concert you will need to arrange the necessary transport home for your child after the event.

Please complete and sign the reply slip below, confirming your permission and indicating that the necessary transport arrangements home will be made.

I would like to take this opportunity to thank your child for volunteering.

Yours sincerely

**Mrs B Inglis**  
**Lead Teacher of Humanities**

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Please complete and return the reply slip to the school office by  
**Monday 30 November 2015**

**Charity Group Helpers for the Nottingham Free School Christmas Concert on Thursday 10<sup>th</sup> December 2015**

**Pupil:** \_\_\_\_\_ **Tutor Set:** \_\_\_\_\_  
*Please delete/complete as applicable.*

I/We give / do not give permission for my child to help at the Christmas Concert.

My/our son/daughter will remain in school between 3.30pm and 6.30pm.

I/We understand it is our responsibility to arrange transport home after the event.

**Signed** \_\_\_\_\_ **Parent/Carer Date:** \_\_\_\_\_