



23rd November 2023

Dear Parents/Carers

### **CHRISTMAS 2023 AT RICHMOND HILL**

We know at Richmond Hill, Christmas is a time where the whole of our community comes together to celebrate and we are busy planning lots of Christmas activities, treats and fun for our children and community. Therefore, below you'll find an outline of events and activities the children will be involved in, along with dates to enable you to prepare in advance. We are so excited that this year we will all be under one roof!

**Christmas Wonderland (Shhhh) Friday 1<sup>st</sup> December** - Our fantastic light switch on is scheduled for 1<sup>st</sup> December where Richmond Hill will burst into the Christmas spirit. There may be a number of special visitors on the KS1 and KS2 yards. All children are invited to come to school dressed in a Christmas jumper/t-shirt/non-uniform.

From **Friday 1st December** - We will be holding weekly 10 minute Zoom advent opening for our children which will outline the festive activities they will be involved in during class time. These will be revealed on a weekly basis until the last week before the Christmas holiday, when there will be a daily countdown! We don't want to spoil all the surprises that await, but there are some you need to be aware of in advance.

#### **Monday 4<sup>th</sup> December**

Richmond Hill Primary Academy **Choir Christmas Performance** at the Dome.

#### **Wednesday 6th December**

##### **Christmas Cinema Experience!**

We would like to invite children from **KS1 (Y1-Y2) and KS2 (Y3-Y6)** to our Christmas Cinema Experience to watch a screening of some family favourite Christmas films, which this year are:-

Y1/Y2 - Polar Express

Y3/Y4 - Arthur Christmas

Y5/Y6 - The Muppet Christmas Carol

Tickets costs £2.50 which includes entry to the screening plus a small tea of a hot dog/Christmas chocolate lolly and a drink. This event will take place after school from 3.00pm-5.00pm.

Y1/Y2 pupils - Polar Express - children are invited to bring their PJs/dressing gowns in a named bag on the morning of the 6<sup>th</sup> to get changed into before the film starts.

Y3-Y6 pupils – are invited to bring a Christmas top/jumper to get changed into before the films start.

At the end of the performance KS1 children will leave via Y2 classroom doors and KS2 will exit school via the KS2 gate.

Children not attending this event will leave school at their usual time via their normal exit.

Please also complete the consent form via the following link to confirm who will be collecting your child at 5.00pm – please note Y5/Y6 children will not be allowed to walk home alone from school at this late time and will also need collecting.

**Please note:- the deadline for advanced payment on Parentpay and completion of the consent form is NOON ON FRIDAY 1<sup>ST</sup> DECEMBER as we will have to pre-order the food/drink. If you do not make the payment/complete consent form by this date and you wish your child to participate, then you will still have to complete the consent form, but make payment in cash. However, we will only be able to provide them with an alternative small snack of crisps and a drink.**

<https://forms.office.com/e/EVrqkPzDjd>

#### **Thursday 7th December**

**Reception, Year 1 and Year 2** visit to the Cast Theatre to watch an exciting performance of **Beauty and the Beast** from 9.00am-12.30pm.

#### **Friday 8th December**

**Christmas Jumper Day – All children, including Nursery**, are invited to come to school dressed in Christmas jumpers/t-shirts/non-uniform. There will be an option to make a donation to Save the Children **via Parentpay** and we will send on our Richmond Hill total direct to the charity. The usual date for Christmas jumper day this year is the 7<sup>th</sup>, however our younger children will be at the Panto on that day so we've decided to go for the 8<sup>th</sup>, so more children can enjoy it in school.

#### **Friday 8<sup>th</sup> December**

**Santa Dash – Reception to Year 6 pupils.** Weather permitting, Mr Burke and Mrs Scanlon have organised a separate Santa Dash for each year group.

Children are invited to wear a Santa hat or other festive headwear. As we will be doing the Santa Dash on the field this year, children should bring the following in a bag on the day to get changed into:-

A pair or trainers and tracksuit bottoms/skins/leggings which you don't mind if your child gets muddy. A spare pair of socks as well would be advisable for after the Santa Dash, just in case they're needed.

## **Monday 11th December**

We will be holding our famous **Chocolate Raffle** in each year group, from **Nursery to Year 6** - tickets cost 50p each via ParentPay.

## **Monday 11th December**

**Name the Reindeer** - tickets cost 50p each via ParentPay for **Nursery to Y6**.

## **Christmas Performances**

All performances will be held in the hall accessed via the main school entrance - doors open 15 minutes before performance time. As performances are in year groups there will be adequate space if you want to bring along other family members.

Our School Ambassadors will be holding a Christmas Raffle at all the performances. Any donations for prizes will be gratefully received by the main school office up to Monday 11<sup>th</sup> December. The draw will take place 15<sup>th</sup> December.

On entry any prams/pushchairs will be directed to a storage area near to the office. If any adults attending any of the performances require disabled access to the hall please contact a member of the Academy Office no later than the day before. All performances will be 30-45 mins approx. with the exception of Year 6 which will last 1 hour.

Year 6 Performance only – if you have children in other year groups they will be brought to the hall at the end of the Y6 performance so you do not need to rush to collect them from their usual exits.

**Important notice:-** Photographs may be taken for personal use only. At the end of each performance there will be a photo opportunity which can be posted to social media. This gives the opportunity for pupils whose parents have opted for no consent to be withdrawn from the stage. If you have not already done so, please ensure you access your Arbor Parent Portal to confirm your photograph permissions.

## **Tuesday 12th December**

**Christmas Performances – duration between 30-45mins with the exception of Y6 which is 1 hour**

9.00am Christmas Performance – Year 3

10.30am Christmas Performance - Reception

1.00pm Christmas Performance – Year 4

2.15pm Christmas Performance – Year 6

## **Wednesday 13th December**

### **Christmas Performances**

9.00am Christmas Performance – Year 2

10.30am Christmas Performance - Nursery

1.00pm Christmas Performance – Year 1

2.15pm Christmas Performance – Year 5

### **Nursery Christmas Performance on Wednesday 13<sup>th</sup> December**

10.30am Christmas Performance for **ALL** nursery children with a final rehearsal taking place during the morning session.

Beginning of week nursery children should come into school for 8.35am as normal. Parents are invited to join us at 10.30am for the performance in the hall. At the end of the performance the beginning of week children will return to the Nursery classroom to collect their belongings before they leave school.

Parents are asked to go immediately at the end of the performance to collect their child from nursery, using the normal KS1 gate to access the nursery classroom exit.

End of week nursery children should come into school for 8.35am to be able to participate in the final rehearsals taking place during the morning and will stay with us for lunch on this day only, finishing at 3.00pm as usual (please remember to book your child's extra lunch on the Wednesday or send them with a packed lunch if that is their primary meal choice). Parents are invited to join us for the 10.30am performance.

30 hours nursery children – should come into school for 8.35am as normal with the usual 3.00pm finish times with lunch time arrangements unaffected.

Parents are invited to join us for the 10.30am performance.

### **Friday 15<sup>th</sup> December**

#### **Christmas Fayre**

Children from **Reception to Year 6** will be invited to enjoy the wonders of our Christmas Fayre in the hall during the school day where there will be lots of amusement games and stalls like splat the rat, hoopla, hook a duck and many many more attractions for everyone to enjoy. Tickets are £1 for 5 tickets or £2 for 10 tickets via ParentPay. Anyone with a win on any of the games will be given a winner's token to be exchanged at Santa's Shop.

### **Monday 18<sup>th</sup> December**

**Hot/Cold Drink & Cookies** Morning/Afternoon Break for children in **Reception to Year 6** – Tickets cost £1 (warm 'hot' chocolate or jingleberry juice) via ParentPay.

### **Tuesday 19<sup>th</sup> December**

**Christmas lunch** is served to the children, this is open to **all** children, including Nursery, even if your child normally has packed lunches you can choose to book them a Christmas lunch just for that one day **via Parentpay** as usual.

### **Wednesday 20<sup>th</sup> December**

**Christmas Party Afternoon** – Children in **Reception to Year 6** can attend school in party dress **all day** to minimise changing, with lots of games and activities. We invite pupils to bring in an individualised box of party treats for their own consumption, but please remember they will have already had lunch. Please ensure your child's name is on the container along with 'Christmas Party'. Sensible footwear with their usual warm coat is advised as children will still be going outside for break/lunch time.

**Nursery Christmas Parties** – As above + Beginning of the week children will have their party in the morning and end of the week children in the afternoon. Children attending all day (30 hrs) will join in with both parties with staff ensuring their party treats are enjoyed across the day without affecting their lunch.

### **Friday 22<sup>nd</sup> December**

Fun **Christmas Games** in classrooms in the afternoon will mark the end of our Christmas activities. School uniform to be worn today. Children in **KS1/KS2** are allowed to bring a toy or a game to school, one which doesn't make too much noise and doesn't have too many small pieces. Please make sure items

are clearly marked with your child's name on. It is advisable not to allow them to bring expensive or irreplaceable items, as the school cannot be held responsible for breakages and losses. Children in **Nursery and Reception** do not need to bring their own toys, as games and activities will be arranged by their class teachers.

KS2 children can bring electronic devices/games consoles but only if accompanied by permission from parents written in your child's diary – however, recharging of electronic devices/consoles is not allowed on school premises. Please note:- electronic devices/games consoles must not be used to record videos, take photos, access chat rooms/social networking sites or send messages.

**Y6 only** – Y6 pupils with permission to bring a mobile phone to school may have access to their phones in the afternoon on airplane mode to play games only.

### **Christmas Holiday**

School closes at 3.15pm on Friday 22nd December 2023

School Re-opens on Monday 8<sup>th</sup> January 2024

We wish to thank you for your continued support.

Kind regards

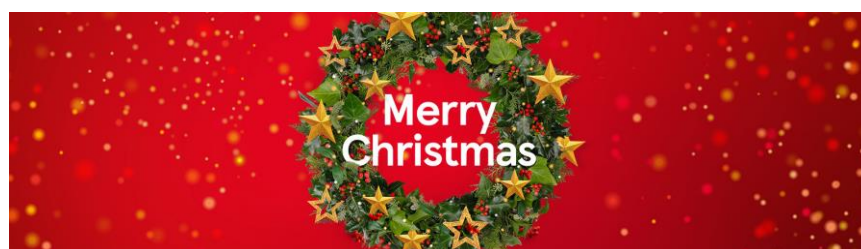


Debbie Secker  
Principal

### **Please see following page for a guide to any of the Christmas events which have an associated cost**

Please note that if you choose for your child to participate in any of the events where there is an associated cost, then it will be possible to make an advanced payment via Parentpay which will be available shortly - please see details at the end of this update for deadlines. Or alternatively, your child may bring money in an envelope on the day of the event (please see additional information with regards to arrangements for the event on 6<sup>th</sup> December where a consent form is also required). All proceeds towards school funds.

If your child has specific dietary requirements and is participating in any of the events involving food/drink, please contact a member of the Office Team. Please ensure your child's Arbor Pupil Profile is up to date.



## CHRISTMAS EVENTS

If you choose for your child to take part in any of the following Christmas events, we've put together a quick guide about the associated costs/deadlines.

Please note:- the payment option for events will be available on all applicable Parentpay accounts shortly. If you choose to pay in advance then once you have processed the payment then that item will be removed from Parentpay. If it's still showing it means your payment hasn't been completed.

Alternatively, if you do not process payments in advance on Parentpay then your child may bring cash on the day of each of the events. Please note arrangements for the Cinema Experience if you do not process the payment in advance.

<b>Event</b>	<b>Date</b>	<b>Advance payment via Parentpay</b>	<b>Deadline to complete payment via Parentpay</b>
Christmas Cinema Experience for Y1-Y6 Pupils <b>CONSENT FORM MUST ALSO BE COMPLETED</b>	Wednesday 6 <sup>th</sup> December	£2.50 per child	Noon on Friday 1 <sup>st</sup> December
Christmas Jumper Day All Pupils (inc Nursery)	Friday 8 <sup>th</sup> December	Any amount – this is an optional donation to the NSPCC which goes directly to the charity	Thursday 7 <sup>th</sup> December
Chocolate Raffle All Pupils (inc Nursery)	Monday 11 <sup>th</sup> December	Tickets 50p each	9.00am on Friday 8 <sup>th</sup> December
Name the Reindeer All Pupils (inc Nursery)	Monday 11 <sup>th</sup> December	Tickets cost 50p each	9.00am on Friday 8 <sup>th</sup> December
Christmas Fayre Reception to Y6 Pupils	Friday 15 <sup>th</sup> December	£1 for 5 tickets or £2 for 10 tickets	9.00am on Thursday 14 <sup>th</sup> December
Hot/Cold Drink & Cookies Reception to Y6 Pupils	Monday 18 <sup>th</sup> December	£1 per child	9.00am on Friday 15 <sup>th</sup> December
Christmas Lunch All Pupils (Inc Nursery)	Tuesday 19 <sup>th</sup> December	Complete meal booking and payment on Parentpay – usual process	