



24th January 2020

Outwood Primary Academy Greystone

Quarry Moor Lane, Ripon

HG4 1RW

Tel: +44(0)1765 603 481

Web: www.greystone.outwood.com

Chief Executive Principal, Primary: Mr Lee Wilson

Principal: Miss Victoria Kirkman

Dear Parent/Carer

I am delighted to inform you that your child has been selected to represent our Academy at the Outwood Primary 'Today is the Day' event to be held at the Octagon Theatre, Sheffield on Monday 2nd March 2020. At this event all ten Outwood Primary Academy choirs will be joining together in a celebration of singing. This will be a magical performance with almost 300 children taking part at this professional venue - I am sure you will agree this is a fantastic opportunity for your child.

The children will be travelling by coach to Sheffield, leaving at 8.30am. Children should arrive at school as normal in their school uniforms which they will also wear for the performance. The coach will return from Sheffield, leaving at approximately 8:45pm, however should you wish to attend the event and bring your child home with you, please indicate this on the slip below. Closer to the event the Academy will inform you of an expected arrival time back at school.

The children taking part in the event will require a packed lunch and packed tea, along with plenty of water.

A limited number of tickets will be available should you wish to watch the performance. There are a maximum of two tickets per child at a cost of £5 per ticket, which will be available to buy via the Octagon Theatre Box Office. We plan to release the Box Office ticket link in mid February, and a letter will be sent home with full details on how to purchase ahead of their release.

I hope your child is able to join us and I look forward to seeing you in March.

Yours sincerely

Miss V Kirkman
Principal

I give permission for my son/daughter to take part in the 'Today is the Day' event on Monday 2 March 2020.

Please delete as appropriate:

- I will be attending the event and will bring my son/daughter home with me
- I will not be attending the event and my son/daughter will return to school on the coach

Outwood Grange Academies Trust is a company limited by guarantee, registered in England and Wales (No. 06995649)
Registered office: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF

CONFIDENTIALITY NOTICE: This letter, including any attachments, is for the sole use of the intended recipient(s) and may contain privileged information.

Any unauthorised review, use, disclosure or distribution is prohibited.

If you are not the intended recipient, please contact the Outwood Grange Academies Trust and destroy all copies of the original letter.