



The Manor
Preparatory School

To All Parents

Friday 15 November 2019

Dear Parents

Rescheduled Playground Equipment Opening

We are pleased to confirm a new date for the official opening of the playground equipment following the postponement. This will now take place on Wednesday 20 November at 3:15pm.

As you are aware, this project has been made possible thanks to the very generous donations made by MAP and SHUS over the last few years. Parental contributions in support of other events have also played a major role in making this happen.

As a thank you, we would like to warmly invite all parents and children from Pre-Nursery, Nursery, Reception and Years 1 & 2 to the official opening at 3:15pm. Please join us for some celebratory refreshments on the front lawn – we look forward to seeing you all there.

Details for the collection of Children following the opening:

Pre-Nursery, Nursery and Reception

If you are planning to attend the opening, please collect your child / children at **3:05pm** from their classroom. This will enable you to head to the front lawn for the opening.

For those children attending Extended Day, we will be escorting them to the opening and then taking them on to Extended Day. Pick up will be as normal.

Year 1 and Year 2

If you are planning to attend the opening, please collect your child / children at **3:10pm** from their classroom. This will enable you to head to the front lawn for the opening.

For those children attending Extended Day, we will be escorting them to the opening and then taking them on to extended Day. Pick up will be as normal.

Years 3 to 6

Please feel free to come along to the opening and then please collect your children from their classroom at the normal time of 3:55pm

Bus and Minibus users

We will ensure that all Bus and Minibus users are escorted to their buses as normal. If you are attending the opening and want to collect your child, please make us aware that you will not be requiring the bus that day by informing your child's teacher or Mrs Sarah Horrox (schoolsecretary@manorprep.org).

Clubs

Please note Clubs will run as normal.

Should you have any questions, please contact the School Office (01235 858458).

Yours

Alastair Thomas
Headmaster

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