



Headteacher: Mrs H Ward

Stancliffe Road

Bedford

MK41 9AT

Tel: 01234 300100

Fax: 01234 300102

Email: [office@hazeldeneschool.co.uk](mailto:office@hazeldeneschool.co.uk)

[www.hazeldeneschool.co.uk](http://www.hazeldeneschool.co.uk)

Dear Parents and Carers



As you are already aware, Year 3 have been practising songs for this year's Sing Up as coordinated by Music for Bedford Borough. We are writing to now let you know of all the necessary arrangements for the **Sing on Celebration Concert** which is to take place at **Bedford Corn Exchange on Monday 19<sup>th</sup> June**.



### Programme for the Day

12.30pm Year 3 children will have their usual school lunch

1.15pm Register and prepare for boarding coach

1.30pm Board coach at school

1.45pm Arrive at Bedford Corn Exchange

2.00pm Rehearsal

3.30pm Break (children return to green room where Hazeldene staff will fully supervise)

4.00pm Rehearsal: line up in height order, move into auditorium and begin run through)

5.15pm Return to Green Room. Rest and eat packed tea, where Hazeldene staff will fully supervise

6.00pm Line up in Height order

6.15pm Enter auditorium, assemble on stage and sing first song. Concert starts.

7.30pm Concert finishes. Return to Green Room, collect all belongings.

***Hazeldene staff and helpers will walk all Hazeldene children to the pedestrianised Harpur Square (children will not return to school). We will sit 3L and 3TV down in register order. Here at the Harpur Square we will register the children and then hand each child one by one over to their designated adult. No child may be collected directly from the Corn Exchange. We are responsible for the safety of all Year 3 children. There are 4 other lower schools performing at the same time and it will therefore be extremely busy. **Please can we ask for your full support by talking the pick up arrangements through with your child prior to the visit and meeting us at the Harpur Square promptly as arranged. Thank you in advance.*****



### What Children Will Need

On the day, children will need to be dressed in smart, school uniform. School Summer dresses are permitted. It is likely to be hot so we are advised that school jumpers or cardigans should not be worn. If your child brings theirs to school, we will make sure they are left in drawers. (No school bag will be needed that day.)



### Children will need:

Rain coat (for wearing in the evening at collection point)

Named packed tea (similar to their packed lunch but in a disposable bag).

3 named bottles of water in disposable bottles (no fizzy drinks or cans).

(We can then recycle all waste and pupils will have fewer belongings to collect at the end of the day.)



Any child in receipt of a free school meal will be eligible for a school packed tea prepared by the Kitchen on that day. However, please still provide 3 bottles of water as these are not provided.



Leadership & Management Standard

Please notify your class teacher if you will be requiring a packed tea, prepared by the kitchen because your child is in receipt of free school meals.

### **Tickets**

Tickets for the concert are available directly from the **Corn Exchange Box Office**.

Tel: 01234 718044 or email: [centralboxoffice@bedford.gov.uk](mailto:centralboxoffice@bedford.gov.uk).

They are priced at £6 for adults and £3 for concessions

***(Tickets cannot be bought at Hazeldene School office - we don't have any!)***

### **Parent Helpers**

As always, such trips cannot go ahead without the support of parents as we have to meet the strict child to adult ratios. Please let your class teacher know if you are able to help and have the usual DBS clearances. We have been given assurances that helping parents will of course get to see the performance. Please let your class teacher know as soon as possible if you are available to help. Thank you.

Of course, please encourage your child to keep practising and learning their words.

Finally, thank you ever so much for your continued support. This letter is very detailed but we hope the information is clear. However, please do not hesitate to contact your class teacher(s) if you have any questions. Please complete and sign the permission slip below as soon as possible. We know that without the fantastic support in the background from all the wonderful parents and carers, we would not be able to provide these lovely enrichment opportunities.

Yours sincerely,

Mrs S Lewis, Mrs H Tipping and Mrs Vassell  
(Year 3 Class Teachers)

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Name of Child \_\_\_\_\_ in class \_\_\_\_\_

I give permission for my child to attend Sing Up on Monday 19<sup>th</sup> June. I will complete this and the attached emergency details form.

I understand that I need to provide my child with their usual packed lunch or dinner money **and** a packed tea in a disposable bag and 3 bottles of water (in plastic, disposable bottles).

I understand that I need to collect my child from the Harpur Square at 7.30pm.

Signed \_\_\_\_\_ date \_\_\_\_\_