

12 November 2019

Dear Parents/Carers

### Autumn term family open day



It was fantastic to see how many family members attended our family open days last year. As you are aware from our newsletter and whole school calendar, we have the first of our 3 family open days coming up on **Thursday 19 December** and we hope that you or another relative may be able to join us.

Our intention is for us to continue promoting a strong partnership between the school and the families of our children as well as allowing family members to see what happens day to day at Loughton School. We hope it will also be seen as a special day to look forward to by the children who will be eager to share their learning with a family member.

For the first of our termly family open days we will be ending the term with creative festive enterprise crafts. The activities planned for this day will be creative and promote positive wellbeing and teamwork. Each child will be designing and making a festive item that will also be available to purchase. More details on this will be sent to you separately.

If you are able to join us, we ask that you make us aware by booking one adult per family on to one of the five available slots during the day to come in and work alongside your child, in their classroom.

The times you are able to book are limited to 5 adults, per slot per class, offered on a first come, first served basis:

9:00-10:00    10:30-11:30    11:30-12:15    1:15-2:15    2:15-3:15

To book your slot, please email Miss Frost on the following email address [froste@loughton.school](mailto:froste@loughton.school) by Monday 9 December and we will confirm your allocated slot with you by Friday 13 December.

Due to our safeguarding procedures, we request that all family visitors sign in and out at reception. We are sorry but we will be unable to allow anyone on site who has not booked a designated slot.

We look forward to seeing many of you at the family open day.

Rebekah Green  
Headteacher (Acting)

Ellie Frost  
Deputy headteacher (Acting)

LOUGHTON  
SCHOOL



...INSPIRING CHILDREN

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