



**RED HALL PRIMARY SCHOOL**  
Zoar Street, Lower Gornal  
Dudley. DY3 2PA  
Tel: 01384 813850

Headteacher: Wendy Roche

19<sup>th</sup> November 2018

Dear Parents/Carers

**Classes 3/4F and 4G visit to the New Alexandra Theatre, Birmingham to see 'Awful Auntie'**

On Tuesday 27<sup>th</sup> November 2018 the matinee performance of 'Awful Auntie' will begin at 1.30pm so we will be leaving school at 12.00. The children will have their lunch before leaving school so normal lunchtime arrangements will be in place. The children will return to school at approximately 4.30pm depending on traffic etc. The production finishes at about 3.40pm. The returning coach will park outside the school for safe dismissal.

**Children must wear their school uniform.**

The children will take their school bags with them to leave on the coach, any additional belongings (e.g. book bags and lunchboxes) will remain in school for safe keeping until the follow day. If your child will be bringing in their own packed lunch you may wish to send them in a carrier bag. The children will be allowed to bring sweets and a drink to consume during the performance. Please can these be kept in a separate carrier bag so that your child can take them into the Theatre. May we remind you that glass bottles or fizzy drinks are not allowed.

Inhalers kept in school will be taken in the care of teaching staff and given as usual. Please notify teachers of any medical conditions your child may be suffering which may require special medical requirements by Friday 23<sup>rd</sup> November 2018, so that a medical form can be completed. Teaching staff are unable to administer any medication without a completed form. Please do not hand this form to staff on the day of the visit.

In the event of an emergency, contact details currently held on our records will be used including permissions relating to your child's receipt of first aid or urgent medical treatment. This information is taken from the signed and returned student update form which is completed each year. Please notify the school office immediately if there have been any changes to your child's emergency contact details.

The insurance arrangements will be under Dudley MBC's policy with AIG Europe Limited.

I do hope your child has a very enjoyable and fun visit.

Yours sincerely

Mrs W Roche  
Headteacher



The School at the Heart of Gornal

