



Easter Disco

Dear Parent / Carer

The next Friends of Oakmeadow (PTA) Disco will be on **Thursday 11th April 2019**

- 6.00 -7.00pm (age 3 to year 2)
- 7.15 - 8.30pm (years 3 to 6)

Tickets options:

£5 party package (entrance, drink, sweets, face-painting, glow sticks, hot dog and chips)

£2 entrance only (there will be a limited amount of sweets / drinks available to buy at the JUNIOR DISCO ONLY)

Please note that entrance is by pre-pay only - we cannot accept any child who attends without having bought a ticket.

This helps us to ensure we have details for your child, be clear on numbers for the school, and be able to safeguard your children. Thank you for your co-operation in this, as our volunteers have to prepare food and party bags for around 250 children.

How the night will work?

- Entrance and exit to the disco will be through the main Beeches Gates. Children will enter school by Door B and be collected from Door A. Doors will open 15 minutes before the start of each disco to book in. There are no physical tickets, but we have the list of people off the schoolmoney system.
- There will be sufficient teacher / PTA helpers on the night and, as previously, we request that parents do not stay for the disco. We will continue with the "party bags" for those buying a party package ticket to make sure they don't miss out on anything. Please explain how the disco works with your children before they arrive and we will help any child who needs support on the night. Water jugs / fountain will be available to all children during the discos as before.

- Several announcements are made during the disco for children to collect their party bags and food. We do our best to find any children who have not yet taken their food or party pack, but sometimes children refuse them even when asked.
- At the end of the night children will be brought onto the playgroud by class and only then will the teacher release them to known adults, just like at the end of a school day.
- Tickets will be on sale through the School Money system from Wednesday 3rd April and sales will close at 4pm on 10th April (the day before the disco). Tickets are non-refundable.
- As stated previously, no child will be admitted without a pre-paid ticket purchase. We wouldn't want to disappoint a child on the door, so please ensure these are purchased by the deadline. Thank you.
- If you find yourself in the position of having a ticket you can't use, or needing a ticket at the last minute, please make that known on the Friends of Oakmeadow Facebook Group <https://www.facebook.com/groups/friendsofoakmeadow/> and find someone to swap with. The change of name should be emailed to oakmeadowpta@yahoo.co.uk
- If you have any issues with the school money system please contact the school reception immediately. Please do not contact reception about any other ticketing or event queries, but rather email oakmeadowpta@yahoo.co.uk
- Please do not contact individuals within Friends of Oakmeadow directly but rather email all questions to oakmeadowpta@yahoo.co.uk.
- Following helpful feedback received from Oakmeadow pupils, we will be introducing a re-cycling station at this disco and will encourage children to help us dispose of waste carefully.
- As a member of the Senior Leadership Team will be in attendance at the disco, emergency contact details will be accessible on the main school system so there is no need to complete the usual Emergency Contact Form for hand in at the event. Please ensure your details are up to date with the school.

Thanks for your ongoing support,

The Friends of Oakmeadow Committee
