

## Arrangements for FOSH Halloween Fireworks



I am writing to confirm the arrangements and to give you important information about the Halloween Fireworks on Monday, 31<sup>st</sup> October.

### Supervision of Children

Clubs will run as usual.

The children not in clubs and booked to stay in school will be supervised as follows between 4.20 pm and 5.20 pm as follows:

Middle School: Children will be in the Middle School hall under the supervision of Miss Williams, assisted by 3 St Hugh's CRB checked volunteers and a further FOSH Rep. The children will be watching a DVD in the Middle School Hall.

Upper School: Children will be in the Library and Dining Room under the supervision of the Duty staff, assisted by gap students.

Please collect your children from the above places at or before 5.20 pm. Any change of clothes should be brought by parents at collection time (not sent to school in the morning). If you are bringing a change of clothes, please arrive earlier than 5.20 pm (unless children are in a club) to allow your children time to change. Middle School children will change in the Year 3 class rooms and Upper School children will use the sports hall changing rooms, under the supervision of gap students.

### Children doing clubs

Middle School children doing clubs will return to Middle School and be collected by parents from there on that night.

Upper School children doing clubs will go to the front hall.

### Boarders & children who are regularly booked in for Monday tea/prep

If your child boards on a Monday night, please bring in any 'accessories' they may wish to wear with their boarding bags on Monday morning and, if you are attending the fireworks, please arrange to meet your son/daughter at the fireworks. Mr & Mrs Watson will then do a register of boarders at 5.30 pm in the Manor House and they will all move up to the fireworks together.

If your child is booked in for tea/prep regularly on a Monday night they will be registered as usual by the boarding staff at 5.30 pm in the Manor House with the boarders and brought to the fireworks, where you can meet them. **Houseparents must be informed when you take possession of your child so that they know they are under the supervision of a parent and out of their care. If you are not attending the fireworks, you may collect your son/daughter from the event or at 7.00 pm from the Manor House but, either way, you should sign out with the Houseparents before taking**

**him/her home.** These children may also bring any change of clothes or 'accessories' with them on Monday morning and leave them with the matrons.

## **Home Work**

There will be no home work set for older children on this evening.

## **Halloween 'Accessories' – care of younger children**

There will be a large number of very small children at the fireworks and older children are asked, if wearing any Halloween 'accessories', to be considerate of these little ones and we would appreciate parents' assistance in encouraging this.

Parents of younger children – please remember that they may need some extra tlc!

## **Pumpkin Competition**

Entries should be left at the pavilion or in the front hall on the morning of Monday, 31<sup>st</sup> October. Please make sure that each entry is clearly marked with the pupil's name and form/class. **Battery tea lights will be provided by the school.**

## **Timetable for the Evening**

5.30 on	Gates Open
	<i>The Halloween Disco will take place throughout, except during Lantern Parade &amp; Fireworks.</i>
5.50 pm	Pre-Prep & Nursery children who are taking part in the Lantern Parade to meet Mrs Russell in front of the pavilion.
6.00 pm	Lantern Parade
6.30 pm	Fireworks
6.45 pm	Pumpkin Competition
7.00 pm	End

**BBQ - High quality home-made burgers (by the school catering staff) & fresh sausages from our butchers will be served.**

Burgers (£2) and Hot dogs (£1) Home-made soups (£1) will also be available.

*Boarders and children regularly booked in for Monday tea/prep will be given tokens to exchange for their supper from the BBQ.*

## Parking

The following car parks will be available for your use:

1. Top car park by the pavilion
2. Car park in front of Manor House
3. Pre-Prep car park

(Please use these 3 car parks first.)

4. Overflow car park

*If using this car park please walk along the lane and enter through the pavilion car park (the playing fields will be out of bounds for obvious safety reasons). As there is no street lighting, please make sure that children are closely supervised whilst moving to and from school along the lane, as other vehicles will be using the road. It would be helpful to bring a torch, if possible.*

5. The staff car park

*This will, exceptionally, be available to parents that evening. Please be aware, if using this car park, that people will be moving from the Pre-Prep car park and Middle School and crossing the entrance. **Please take extra care to enter and exit slowly and carefully.** A member of the ground staff will be on duty to supervise the entry from 5.15 pm.*

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**PLEASE NOTE THAT YOUR CHILDREN WILL BE IN YOUR CARE AND YOU WILL BE RESPONSIBLE FOR THEIR SUPERVISION DURING THE EVENT. THERE WILL BE NO SCHOOL STAFF ON DUTY TO SUPERVISE CHILDREN, OTHER THAN THOSE IN THE CARE OF THE BOARDING STAFF.**

**Please ensure, for their safety, that they do not leave the roped off viewing area.**

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