



# Arnold Mill Primary School

Head Teacher Mrs J Oldfield B.Ed (Hons)  
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November 2022

Dear Parents/Carers,

## **Class 2a Assembly - Thursday 24<sup>th</sup> November 2022 (booking essential)**

We would like to invite Class 2a parents/carers to join us for the above assembly.

Due to health and safety reasons relating to the number of people in the Hall we have to limit the number of guests for the assembly to two per child. To ensure that we set out the correct number of guest chairs on the day please complete/submit a booking form by midnight on Wednesday 23<sup>rd</sup> November via this link <https://forms.office.com/r/2Uw2n6pAfR> We will not be issuing physical tickets as the booking form enables us to produce the guest list.

We would like to clarify the arrangements for the day as follows:

- On the morning of the assembly we will set out the number of seats requested via the electronic booking form.
- Doors open for guests at approx. 9.05am and the assembly is due to start at 9.10am
- Please note that the pedestrian gate on Bestwood Avenue is locked at 9.15am and will remain locked until 3.15pm.
- The main vehicular access gates leading to the staff car park generally remain closed during the day, if the vehicle gate happens to be open please do not park in the car park as you risk being locked in (the gates will remain locked between 8.30 and 9.10am).

**REMINDER - in line with our Safeguarding Policy and Social Media Parental Agreement, there should be no phones out during the assembly.**

Thank you.  
Mrs Keeton & Mrs French

