

Newchurch Community Primary School  
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Headteacher: Mrs J Narraway

14<sup>th</sup> November 2025

Dear Parent/Carer,

As the festive season rapidly approaches, our Newchurch Robins (big and small) are all very excited. Every day, you can hear children practising their Christmas play songs and excitedly walking into the hall to perform their dances on the stage. Newchurch is truly a magical place to be all year round but more so at Christmas time. However, the school also recognises that the diversity of our Newchurch Family extends beyond Christianity and therefore we will be looking to raise awareness of the similarities and differences between religious celebrations.

### Christmas Plays

Everyone's highlight of the festive period is the chance to watch our Newchurch Robins in the Christmas productions. They are truly delightful and so everyone wants to watch them, but they do cause some difficulties for schools with regards to the number of people who can be in the audience at one time, as we must comply with fire safety regulations.



Once again, the Christmas plays will be ticketed events, with a different coloured ticket for each performance. We need to take into account the number of children in the hall **plus** the spectating adults. We would love nothing more than to invite everyone but we are sure you understand that safety comes first, as is the need to treat everyone equally.

Tickets will be sent home with your child on **Monday 24<sup>th</sup> November**. **Each child** will receive **one ticket** per performance (two tickets in total). This means that there will be a chance for all children to have at least one person in the audience. The distribution of tickets will look different depending on the classes your children are in. For example:

- If you have a child in KS1 and one in KS2, you will receive two tickets for KS1 (one for each performance) and two tickets for KS2 (one for each performance)
- If you have two children in KS1, then you will receive four tickets (two for each performance). This is the same for KS2.



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- If you have twins, each child will still receive their allocation.
- If you have three children in one key stage, you will receive six tickets (three for each performance).

We recognise that some parents work, or are unable to make some of the performances, and should families wish to swap them amongst themselves, this is absolutely no problem. As long as you have the right coloured ticket for the performance you are attending, there will be no issue.

In the past, some people have come to school for the performance but say they have forgotten their ticket or have the wrong colour. We recognise that this can happen; however, please appreciate that organising these events requires military precision and a firm eye on the safety of the children and attendees. If you do not have your ticket on the day, you will be asked to wait until all those with tickets have been seated and if there are spaces available, you will be allowed admittance.

Unfortunately, in the past we have had occasions when someone has forgotten their ticket and when we have asked for them to wait, they have been rude to members of staff who are following the guidance given to them. Just a reminder that respectful behaviour is always expected when entering Newchurch so please be mindful of this. Could we ask that you inform any family members who will be attending of these rules and to avoid this even happening, please just remember to bring your tickets.

For families where parents do not live together, we recognise that there is an extended family who hold special places in the children's hearts. We will hold some extra tickets in reserve and allocate one extra ticket. Please just come to the office (or email school) and speak with Michelle or Rachel and they will be happy to help.

Younger children do not need a ticket but will need to sit on an adult's knee. If you have any tickets you do not need, please give them to the school office so they can be redistributed. If you require additional tickets, please speak to the office and they will put you on a waiting list. Please be aware that we cannot guarantee additional tickets.

We recognise also that Year 2 and Year 4 children have the lead parts in the Christmas plays. As we do with our Year 6 parents at the end of the year, the first four rows of chairs will be reserved for parents of these two classes.

### Pre-loved Christmas Jumpers and Winter Coats



As we approach the festive season, there will be lots of additional expense and we would like to try to keep the festive fun alive but be considerate of our families. On **Wednesday 17<sup>th</sup> December**, we will have our annual Christmas Dinner, Party and Jumper Day. Christmas jumpers are seasonal and quite expensive so we would

like to set up a Christmas jumper swap if possible. If you have any children's Christmas jumpers that are in good condition, but have been outgrown, please could you send them into school on **Wednesday**



**26<sup>th</sup> November.** We will then set up a stall outside school on **Thursday 27<sup>th</sup> November** after school until 5:30pm so children who need a Christmas jumper can take one.

In addition to the Christmas jumpers, if you have any spare winter coats you would like to donate, please feel free to drop them into the office on the above dates. Many thanks in anticipation of your continued and valued support.

### Dress Down Day

Just a reminder that **Monday 24<sup>th</sup> November** is dress down day for any donations for the Christmas Fair (KS1 – sweetie jars and KS2 – bottles for tombola prizes). The PTA would also like any donations of teddies also for a teddy stall. Please ensure that they are clean and in good condition. If you are able to contribute, the PTA will be available to collect your donations on the school carpark in the morning. Any children who come into Robins in the morning can bring them into school and we will ensure they are passed on to the PTA.

### And the other Christmas festivities...

With so many events taking place, it is hard to keep a track of things so here is a 'one stop shop' for all the Christmas activities until the end of term.

| When?                              | What is happening?                           | Who's involved?                         | What do you need to know?                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------|----------------------------------------------|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Tuesday 25 <sup>th</sup> November  | KS1 costumes to be brought to school         | Reception, Year 1 and Year 2            | Please ensure that all costumes are brought in by this date to allow the teachers to organise them. Please ensure to label all items. If you need any help, please see your child's teacher before the end of this week.                                                                                                                                                                                                                              |
| Friday 28 <sup>th</sup> November   | Christmas Fair                               | All families                            | The PTA warmly welcomes families to the annual Christmas Fayre between 6pm and 8pm. For children with SEND for whom a very loud and busy environment may be overwhelming, the fair will be open from 5:30pm so they can still come and enjoy the event in a quieter way. This year, they can take card payments, payments through your phones as well as good old-fashioned cash. Come along and join in the fun. There will also be some free games. |
| Tuesday 2 <sup>nd</sup> December   | KS1 dress rehearsal of Christmas Play 9:30am | Reception, Year 1 and Year 2            | Holcroft Grange, Chatborne Court and local nurseries have been invited to attend the dress rehearsal and the rest of the school will watch it also so it is polished ready for parents to watch.                                                                                                                                                                                                                                                      |
| Wednesday 3 <sup>rd</sup> December | KS1 Christmas Play 9:30am                    | Parents of Reception, Year 1 and Year 2 | Doors will open at 9:10am. Please have your ticket with you.<br>If you have a disability, please contact the school so we can make arrangements for your comfort and accessibility.                                                                                                                                                                                                                                                                   |
| Thursday 4 <sup>th</sup> December  | KS2 costumes to be brought to school         | Year 3, Year 4, Year 5 and Year 6       | Please ensure that all costumes are brought in by this date to allow the teachers to organise them. Please ensure to label all items. If you need any help, please see                                                                                                                                                                                                                                                                                |



|                                        |                                                |                                                       |                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------------|------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                        |                                                |                                                       | your child's teacher before the end of this week.                                                                                                                                                                                                                                                                                                              |
| Friday 5 <sup>th</sup><br>December     | KS1 Christmas Play<br>9:30pm                   | Parents of<br>Reception,<br>Year 1 and<br>Year 2      | Doors will open at 9:10am. Please have your ticket with you.<br>If you have a disability, please contact the school so we can make arrangements for your comfort and accessibility.                                                                                                                                                                            |
| Friday 5 <sup>th</sup><br>December     | Dick Whittington<br>Pantomime                  | All classes                                           | We have organised for a pantomime to be performed in school.                                                                                                                                                                                                                                                                                                   |
| Thursday 11 <sup>th</sup><br>December  | KS2 dress<br>rehearsal of<br>Christmas Play    | All classes                                           | All KS1 classes may attend the KS2 rehearsal.                                                                                                                                                                                                                                                                                                                  |
| Friday 12 <sup>th</sup><br>December    | Christmas Tree<br>Service in church<br>at 11am | Year 3, Year<br>4, Year 5 and<br>Year 6               | All parents are invited to join us at Newchurch Parish Church as the children sing in the annual Christmas Tree Festival. Details of the times will follow but if you are able to walk down to church with us, please let the office know.                                                                                                                     |
| Monday 15 <sup>th</sup><br>December    | KS2 Christmas Play<br>1:30pm and 6pm           | Parents of<br>Year 3, Year<br>4, Year 5 and<br>Year 6 | Doors will open at 1:15pm for the afternoon performance and 5:45pm for the evening performance.<br>KS2 children should return to school for 5:30pm.<br>In order to maintain the quality of performance, and to respect the extensive effort put into practising by the children and staff, please could you ensure your child attends the evening performance. |
| Wednesday<br>17 <sup>th</sup> December | Christmas Dinner,<br>Jumper and Party<br>Day   | All children                                          | Children to come to school in their Christmas jumpers.<br>The children will have their Christmas lunch (booked through ParentPay) and enjoy party games. The children will be sent home a little bag to decorate and they can bring in a drink and up to two sweet treats for their party.                                                                     |
| Thursday 18 <sup>th</sup><br>December  | Christmas Movie<br>Night                       | All children                                          | Children can come back to school in their pyjamas with their pillows and duvets to enjoy a Christmas movie. This will be available to book through ParentPay.                                                                                                                                                                                                  |
| Friday 19 <sup>th</sup><br>December    | Christmas<br>Assembly at 2pm                   | All classes                                           | Doors will open at 1:40pm.<br>The children will perform some Christmas songs or poems for your entertainment. The perfect ending to the term and a great way to start the Christmas holidays.<br>For fire safety reasons, we will need to restrict this event to <b>two</b> people per family.                                                                 |

Kindest regards,

Jayne Narraway

Headteacher

