Dear Year 6 Parent/Guardian,

As in previous years, I will be taking a break from my preparations in Lapland to visit **Broadwater C of E Primary School** on **Friday 4th December**, thanks to an invitation from F@B. Unfortunately, all of my elves will be very busy getting ready for Christmas and will be unable to join me!

To help make the evening a success, I am looking for some Year 6 children to act as my special helpers. If your child would like to volunteer, please give permission for them to assist me for one **30-minute session** during the event. Helpers should wear something festive or Christmassy.

Please note that we have a limited number of helper spaces available, so we may not be able to accommodate every volunteer.

All helpers will attend a briefing with F@B during school time, where their roles and responsibilities will be explained.

If your child would like to help, please return the slip below to the school office by **Friday 20th November**. We will then confirm whether they have been allocated a place and let you know their helping time slot.

Thank you for your support.

Yours sincerely,

Mr S. Claus 

To: Mr. S Claus, c/o Broadwater C. E. School Office (return by Friday 20th November)

Child's Name: _____ Class: _____

I give permission for my child to volunteer on Friday 4th December.

Please circle which slot your child is available for (you can circle more than one):

5:30pm-6:00pm

6:00pm-6:30pm

6:30pm-7:00pm

Signed: _____ Date: _____

Parent Name: _____ Contact Telephone No: _____

I will ensure that he/she knows the arrangements for getting to and from school.