



7 January 2019

Sample Parent

Sample Student (Year 1, Samples)

## **PTFA Disco**

### **Maidstone Infant School**

Maidstone Road  
FELIXSTOWE  
Suffolk  
IP11 9EG

Email:

maidstoneadmin@maidstoneandcauston.org

Phone: 01394283375

Website: <http://www.maidstoneinfants.org.uk>

### **MAIDSTONE AND CAUSTON PTFA SCHOOL DISCO AT MAIDSTONE INFANT SCHOOL**

Dear Parent/Carer

#### **DISCO THURSDAY 17th January 2019**

The school Disco starts 3.30 pm until 5 pm at Maidstone Infant School. Please send your child into school with their disco outfit and staff will support children in changing before the disco at 3.30 pm. You will need to collect your child at 5 pm if they attend the disco.

The disco will cost **£2.50** per child which includes a drink and two biscuits, no other money is required at the disco.

Payments will need to be handed to the school office in a sealed envelope with their name and class on or completed on the parent payment system on parent mail by Tuesday **15th January 2019 before 3.30 pm.**

#### **CLOSING DATE FOR TICKET SALES IS TUESDAY 15th JANUARY 2019 AT 3.30PM**

**PLEASE NOTE WE WILL NOT BE ACCEPTING ANY PAYMENTS AFTER THE CLOSING DATE AND YOUR CHILD WILL NOT BE ABLE TO ATTEND IF THE PAYMENT OR FORM ARE NOT COMPLETED IN TIME.**

If your child is not attending the Disco, please collect them as usual at 3.10 pm.

On the evening of the Disco, if you have asked someone else to pick up your child please ensure that you have notified a member of staff when your child is dropped off.

Please complete the permission slip at the bottom of this form.

Thank you

Yours sincerely

Mrs Lucy Thompson  
Head of School

I give permission for my child to attend the School Disco on Thursday 17th January 2019

YES

NO

I will pay £2.50 at the school office, or on parent payment on parent mail.

**If the money is not recieved before Tuesday 15th January 2019 at 3.30 pm the permission will be cancelled and my child will not be able to attend the Disco**

I UNDERSTAND THESE TERMS

**I will collect my child at 5 pm from the Disco**

Yes

No Please inform staff who will be collecting your child when you drop your child off

Contact details of the person to be contacted, if needed, during the the time of the disco.

**If you do not supply this your child will not be able to attend the disco.**

*Please add NAME, RELATIONSHIP (to child) & PHONE NUMBER*

**Name:**

**Date:**