



## Bell Lane Academy

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Headteacher: Mrs Louise E Ward

11 December 2017

Dear Parent/Guardian

### Christmas Lunch Day

Tuesday 19<sup>th</sup> December is our Christmas lunch day. Please make sure you have pre-ordered this for your child by Tuesday 12<sup>th</sup> December as we need to know numbers ahead of time. **The children will not be able to pick in class on the day for this.** Please see the office if you are unable to access your child's Live Kitchen account.

### Lunches in the last week of term

We will be offering extra choice lunch days on Monday 18<sup>th</sup>, Wednesday 20<sup>th</sup> and Thursday 21<sup>st</sup> December. This allows us to offer more food options than normal. If your child would like a school lunch on any of these days, they will need to order as normal, either in class on the whiteboard or pre-order from home.

As we are unable to list all of the choices, Live Kitchen will only give one option to select. If you have pre-ordered a lunch already for any of the extra choice days please check your child's Live Kitchen account to make sure you have selected this option.

If you have any queries on this please contact the office.

### Christmas Parties

Following dates for Christmas Parties:

**Wednesday 20<sup>th</sup> December (1:15pm to 3:15pm) – Reception and KS1 (Classes UFSA, UFSB, 1H, 1/2P & 2H).**

**Thursday 21<sup>st</sup> December (1:15pm to 3:15pm) – KS2 (Classes 3J, 3/4H, 4/5F, 5/6S & 6P).**

**Thursday 21<sup>st</sup> December (10:30am to 1:30pm) – Nursery Christmas Party.**

For KS1 & KS2 the children will play party games in their classroom from 1:15pm. At 2:30pm they will go into the hall for party snacks and a drink (provided by the PTA). Your child may come in party clothes for the day. Please make sure this is appropriate for the school day.

If you are able to help on either of the afternoons please give your name at the academy office.

Regards

L E Ward

Headteacher

