



Dear Parent/Carer,

Friends of Hartford Manor are delighted to announce details for one of the children's Christmas highlights – the Christmas Disco. It will be held on **Friday 8th December 2017**. The evening will be split as follows:

Reception, Years 1 and 2:	6.00pm - 7.00pm	Ticket price: £2.00
Years 3, 4, 5 and 6:	7.15pm - 8.30pm	Ticket price: £2.50

Please note that this is a drop-and-go event. It is not possible for parents/carers to stay in the hall while the disco is on (with the exception of designated parent helpers).

Book Online via ParentPay

This year we will be using ParentPay to purchase disco tickets. Therefore, please access [ParentPay](#) to secure your child's ticket and make payment accordingly.

The tickets will be limited, so please purchase as soon as possible in order to avoid disappointment. Closure date will be midday on Friday 1st December and tickets will be distributed in school w/c 4th December 2017.

Parental Consent

There is also a tick box that needs to be checked in order to give consent for your child to attend this event and to signify that you agree that your child/ren will behave according to the school's policy on behavior and if your child/ren becomes unruly or disruptive, you agree to collect him/her from school. Also that agree that once your child has entered the school premises, he/she will not be allowed to leave until a responsible adult collects her/him at the end of the evening and that your child/ren takes part at his/her own risk. Ticking the box is also giving consent for the School to provide FOHM with your contact details if needed as above or in an emergency.

Parent/Carer Helpers

We are also looking for volunteers to help throughout the disco. Whether you can assist with one or both of the sessions, your help would be much appreciated. **If you can help, please add a note in the comments section on ParentPay.** Alternatively, please get in touch via Facebook or our email address – contactFOHM@gmail.com.

Safety/Safeguarding Notice

Please note that children wearing heelies will not be admitted. Heelies are a health and safety risk to other children attending the disco. **Please do not send your child in heelies.** Due to safeguarding concerns, and because we cannot be responsible for the loss or damage of such expensive items, **children are not permitted to bring any electronic devices into the disco.** This includes mobile phones and iPads.

Tuck Shop and Activities

As usual we will be running a tuck shop at the disco and selling glow-sticks items. We will have a craft area and selling glitter tattoos. If you don't want your child to get a tattoo, please instruct them accordingly. We will publish a price list on the website and Facebook in due course.

We look forward to seeing everyone there!

Friends of Hartford Manor