SAINT NORBERT'S CATHOLIC VOLUNTARY ACADEMY

Principal:	Mr A Dawson	Address:	Fieldside
Tel:	01724 710249		Crowle
Fax:	01724 711436		Scunthorpe
e-mail:	admin@stnorbertscrowle.co.uk		DN17 4HL
website:	www.stnorbertscrowle.co.uk		

Mission Statement: To live, love and learn in the footprints of Jesus.

6th November 2026

Dear Families,

Christmas Performance – Classes 4 and 5 – Ebenezer

The first performances of "Ebenezer" - for all children in Classes 4 and 5 - will take place on Tuesday 8th December at both 9.45am and then again at 6.30pm; we will repeat the performances again on Thursday 10th December at the same times. Tickets are now available to order and are free. However, please note that there will be an *optional* collection and raffle at each event to help us to fund the cost of each performance (costumes, for example).

Please complete the order form using the online link (which will be sent to you separately) with your ticket requirements; emailed ticket orders will not be accepted. Initially, you will be able to access **no more than five tickets spread over the four performances** (i.e. five tickets in total - not five for each performance). Please do not order more than five tickets on the first section of the form, or order five tickets for each child, as these responses must be deleted and you will have to order again. Ticket orders will be processed on a 'first-come, first-served' basis.

If you *would* like more than five tickets, please complete the reserve section of the order form. Once the first set of tickets has been allocated, we will then look at reservation orders and try to accommodate requests for additional tickets wherever possible.

If you wish to film the performance, please email the school office to confirm which performance you would like to video and then do please order your tickets using the online form. Filming *is* permitted from the back row of the hall but **you will not be allowed to stand** - or video from elsewhere - as this restricts the children's view of school staff providing direction; it also affects other visitors' enjoyment of the performance. Flash photography is not permitted as this is distracting for the children and other audience members.

I would ask, please, that you do not share photographs or videos containing other people's children on social media sites. Understandably, some parents may not wish their children to appear on social media and I would encourage our community to respect this decision. Thank you - as always - for your understanding and consideration.

Each morning performance - on the 8th and 10th December - will start at 9.45am, with doors opening at 9.15am. **Children of Reception age and younger are very welcome to attend the morning performances, but please do not bring them to the evening performances as you will not be permitted to stay. This includes babies in carrycots, car seats and carriers etc.**

OUR LADY OF LOURDES CATHOLIC MULTI-ACADEMY TRUST

Our Lady of Lourdes Catholic Multi Academy Trust. Registered address: Ist Floor, Loxley House, Riverside Business Park, Tottle Road, Nottingham NG2 1RT. A company limited by guarantee registered in England and Wales (company number: 07743523)

ASTHMA FRIENDLY SCHOOL

genderaction supporter

2024 – 2027 Rights Respecting Schools UNITED KINGDOM unicef Gold Rights Respecting

Children from Class 3 are welcome at the evening performances. If you would like a child in this class to attend with you, please order a ticket for them (from your overall ticket allocation) as they will be included in the total number allowed as part of the school hall headcount. Children will not be permitted to sit on parents' knees and will require their own seat.

Children from the Nursery, Class 2 and Class 3 will see the older children's performance anyway - during school time - on the Tuesday morning, alongside residents of Greenacres' Nursing Home and members of our community who have been invited.

The residents from Greenacres arrive in wheelchairs and, if you are able to assist with wheelchair-pushing, this would be very much appreciated by all; please do let me know if you are available. You would need to arrive at school at 9.25am to then go to Greenacres before returning the residents after the performance. A ticket will be reserved for each wheelchair-pusher and would be *in addition to* your overall allocation of five tickets. Thank you.

Each evening performance - on the 8th and 10th December – will start at 6.30pm, with doors opening at 6pm. Your children should be dropped off at the school playground entrance door at 6pm to change into their costumes, please.

Refreshments for all performances will be served in the school hall for ticket-holders before the performance begins and during the interval. The PTA raffle will also take place in the hall, should you wish to purchase any tickets. Entrance for visitors will be through the doors at the side of the hall – not the main school reception.

If your child is booked into the Out-of-School Club until 6pm on the 8th or 10th December, he/she will be escorted to his/her classroom by school staff to change; staff will supervise changing and there will be no access for parents or visitors to the classrooms. Children will leave after the performances by the main Office Reception door, not via the usual side entrance. Please collect your child from the playground outside at the front of school.

Once the performance begins, there will be no admittance; late arrivals disrupt the hard work which has been put in by the children - many of whom may be 'waiting in the wings' to come onto the stage. In addition, seat numbers are allocated; please do not move to a different seat once you have been shown to your allocated places as this causes confusion when staff are trying to see if there are any parents who have not arrived and their seats have been filled.

To ensure the safest possible evacuation in the event of an emergency, I am unable to allow cots and pushchairs in the school hall and photographic equipment - such as tripods - cannot be allowed in the aisles. The added benefit of this is that we are able to maximise the number of available tickets.

However, if you need to arrive into the school hall in a wheelchair or with a mobility aid, could you please let the office know at the time of booking so that an appropriate seat can be organised for you in advance. Wheelchairs and mobility aids will need to be taken outside during the performance if this is possible.

Should you be able to help the PTA with refreshments, please do inform the school office by email; you will also need a ticket for these performances to be included in the overall headcount. In view of the number of ticket requests anticipated, it would be very much appreciated if you considered helping at the performance you intend seeing anyway, please.

Once your tickets have been received, if you are unable to attend, please return the tickets to the school office so they can be allocated elsewhere. Please do not give the tickets to friends or relatives as this causes confusion; there may be families who have not received all the tickets they would like and these can be allocated again in the correct order.

I recognise that there is a considerable amount of information in this letter but our intention is to ensure the smooth operation and delivery of our annual Christmas performances. I would like to thank you once again for your support and very much look forward to seeing you in the audience.

Yours sincerely,



A Dawson