



Phoenix Primary School

Marlborough Grove
London SE1 5JT

Telephone: 020 7231 8622
Fax: 020 7394 6652

Email: phoenix@mayflowerfederation.org.uk

Headteacher: Mr Simon Assig

Thursday 3rd December 2020

RE: End of Term Arrangements

Dear Parents/ Carers,

I hope you are well. I am writing to inform you of a few procedures that are taking place in the lead up to the end of the term.

Christmas Dinner Day:

Christmas dinner day will take place over two days, depending on when your child usually has a hot school meal. The following days have been scheduled for your child's Christmas dinner in school:

Monday 14 th December:	All Reception, All Y1, All Y3, Y4 Eagle, Y4 Pelican, Y5 Falcon and Y5 Nightingale
Tuesday 15 th December:	All Nursery, All Y2, Y4 Parrot, Y4 Peacock, Y5 Partridge, Y5 Kestrel and All Y6

If your child usually has a packed lunch but wishes to have a Christmas Dinner on their allocated day with their class, then please contact the office as soon as possible. Please also note that on Wednesday 17th December, all children in Y3, Y5 and Y6 will receive a packed lunch on this day, as no hot dinners will be served on the upper site due to an event that is taking place for our Y6 children.

Christmas Jumper Day:

For a donation of £1 that can be made through ParentPay, children will be able to wear their Christmas Jumper on the day that is allocated for their Christmas Dinner. All money raised will go to the charity 'Save the Children'.

End of Term – Finish Times:

The school will break up for the end of term on Friday 18th December. Usually we break up earlier on the last day of term so in order to do this in a Covid-19 safe way, please note the following collection times for your child's year group for this date only:

1:45pm – Nursery, Year 1 and Year 3
2:00pm - Reception, Year 2 and Year 5
2:15pm – Year 4 and Year 6

Cards and Gifts:

Please be reminded that the deadline for all Christmas cards and gifts is Monday 14th December. This is so they can be quarantined and handed out on the last day of term in line with our Covid-19 risk assessment. Any cards or gifts will not be accepted after this date.

This time of year can be wonderful, but it can also be difficult for some people. If there is anything we can do to support you, please speak to a member of staff.

Best wishes,

Mr Assig
Headteacher

