



Headlands Community Primary School

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Monday 7th July 2025

Dear Parents/Guardians,

We are writing to you with final arrangements for the upcoming Leavers' Party, organised by the Leavers' Committee, which promises to be a memorable evening for all the children.

The party will take place on Saturday, 12th July, from 6:00 PM to 8:00 PM at Haxby Memorial Hall. .

Please find below important details regarding the evening:

Drop-off Arrangements:

- Doors will open promptly at 6:00 PM.
- Children will be signed in by a member of the Leavers' Committee as they arrive.
- Mobile phones will need to be handed in upon arrival and turned off. We kindly ask that you remind your child of this before the party. Phones will be stored safely and can be collected when your child leaves.

Pick-up Arrangements:

- All children must be collected by an adult.
- Doors will open for collection at 7:50 PM.
- The committee has a list of who is collecting each child. If there are any changes to this arrangement, please inform one of the adults at the drop-off point.
- No child will be allowed to leave the party without an adult.

Food & Refreshments:

- A delicious selection of pizzas and hotdogs will be provided for the party.
- The committee has been made aware of all allergies and dietary requirements and has catered for these accordingly.

- There will be a variety of refreshments available for the children.
- We are also excited to announce that an ice cream van will be present! Children do not need to bring any money with them for this.

Dress Code:

- The dress code for the evening is smart/casual.

Entertainment:

- To ensure a fun-filled evening, there will be a bouncy castle and a DJ providing music.

First Aiders:

- For the safety and well-being of all attendees, adult first aiders will be present throughout the entire leavers' party.

Behaviour and Conduct:

- We kindly ask that all children conduct themselves respectfully and follow the instructions and rules given by the committee members and supervising adults.

Photographs:

- We have arranged for a photographer to capture some special moments, creating lasting memories of this significant occasion. The photographer has been provided with the list of photo permissions.

We are very much looking forward to celebrating with the children and making this a fantastic farewell.

Should you have any urgent queries or need to contact someone on the night, please do not hesitate to contact a member of the Leavers' Committee.

Lorna Sheader - 07872563512

Ces Langfield - 07793026447

Warm regards,

The Leavers' Committee

