

KWS/CBS

21 November 2023

Dear Parent/Carer

**RE: Tilbury Christmas Lights Event**

I am pleased to inform you that your child has been invited to perform at the Tilbury Christmas Lights event on **Friday 1st December 2023**, taking place at the Civic Square in Tilbury.

The details are as follows:

- Parents are to transport their child to and from the event, the meeting point is Tilbury Library Kanmor House, 16 Civic Square, Tilbury RM18 8AD
- **The order of performances are as follows:**
  - 4.30 Libby singing
  - 4.40 Tilbury Pioneer Academy [arrive no later than 4:20pm]
  - 4.55 Tiny Tappers
  - 5.05 Herringham Primary Academy [arrive no later than 4:45pm]
  - 5.20 Irish Dancing
  - 5.35 Kelly's dance school
  - 5.50 Gateway Primary Free School [arrive no later than 5:30pm]
  - 6.05 Elite Dance
  - 6.20 Lansdowne Primary Academy [arrive no later than 6pm]  
[to stay on the stage for the switch on of the lights with VIP]
  - 6.30 Close the stage
- We ask that you arrive with your child at the meeting point, no later than 20 minutes before the school's allocated time. You are of course welcome to watch the full event from 4:30pm.
- Full school uniform is required, we recommend that the children wrap up warm as they will be performing outside. The children will also be given a christmas cloak to go over the top of their coats.

Please follow the link to complete the Google form: <https://forms.gle/n24hrGxx2SbbPiiFA> to inform us on whether your child will be attending the event, please ensure you have completed this by Friday 24 November 2023.

If you have any questions regarding this event please do not hesitate to contact the main reception.

Yours sincerely

Katina Williams  
GLC Music Teacher

**The Gateway Learning Community,  
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The GLC Trust is a company limited by guarantee, registered in England & Wales (Registered Number 05853746). Registered office at The Gateway Academy, Marshfoot Road, Tilbury, Essex RM16 4LU.  
Chief Executive Officer: Viki Reid.

The GLC is committed to safeguarding and promoting the welfare of children and young people and expect all staff, volunteers and visitors to share this commitment.