

William Gilbert Endowed

(Church of England)

Primary School & Nursery

Vicarage Lane, Duffield, Belper, Derbyshire, DE56 4EB

Telephone & Fax: 01332 840395

E-mail: enquiries@williamgilbertend.derbyshire.sch.uk

Headteacher: Mrs E H Britten



17th November 2023

Dear Parents

School Infant Production 2023 – ‘Inn-spectors’

Wednesday 6th and Thursday 7th December 2023

We are looking forward to welcoming you to our forthcoming production of ‘Inn-spectors’. We are obliged in accordance with our Health & Safety Policy to produce a Fire Risk Assessment for the use of the hall and stage for the forthcoming production.

Impact of Rules

- The hall cannot exceed more than 120 members of the audience and must now include designated aisles to ensure effective evacuation.
- To guarantee a maximum of 120 members in the audience, entrance must be by **TICKET ONLY** and will be checked on the door. **No ticket, no entry – 1 person = 1 ticket.**
- Doors will not open to parents until 20 minutes before the start of the performance, which will be via the **main entrance**.
- Any return of tickets and re-allocation must be completed by the school office.
- Younger siblings are **not encouraged** to attend the KS1 production. Those pre-school siblings who attend our nursery will already have watched the infant production dress rehearsal, together with KS2 pupils. If you insist on bringing your pre-school sibling, then this will be part of your ticket allocation.
- Tickets are to be allocated as a maximum of **TWO PER FAMILY** with extra tickets being allocated to Year 2 as the first priority, as they lead the production.

Tickets will be issued to parents once payment has been received (£3.00 each). Payment for tickets will be added to your Scopay account next week. Reception and Year 1 will have the cost of 2 tickets allocated as will Year 2, but an additional charge will be added as appropriate for extra tickets once these have been confirmed.

The Governors and staff realise that you may be disappointed by these arrangements but as always we rely on your goodwill to be flexible and understanding. Without your cooperation and our adherence to the Risk Assessments/Health and Safety Standards, the concert cannot proceed.



Concert Recording

I am pleased to inform you that we are hoping to be able to offer parents the chance to purchase a recording of the concert.

Please note that the recording will be done on a school IPAD, so will have no professional editing, but it will give parents access to the whole concert. A member of staff will record the performance and it will then be uploaded through a professional website, allowing parents to purchase a link if they so wish. The cost of this will be approximately £5, which is considerably less than the company we usually use, and just covers the charge from the external company.

I will write to you again to confirm this and give details of how to purchase access to this link.

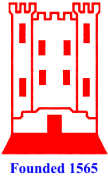
You will also be allowed to use your own device to film your child when they are on the stage, on the understanding that the filming is not shared on any other social media platform. Failure to adhere this rule will be taken very seriously.

Please complete the appropriate reply slip for your eldest sibling.

Reply slips need to be received by **Friday 24th November**. Please note that tickets will be issued as soon as payment has been received via Scopay, and by **Friday 1st December**.

Yours sincerely

E H Britten
Headteacher



William Gilbert Endowed
 (Church of England)
Primary School & Nursery
 Vicarage Lane, Duffield, Belper, Derbyshire, DE56 4EB
 Telephone & Fax: 01332 840395
 E-mail: enquiries@williamgilbertend.derbyshire.sch.uk
 Headteacher: Mrs E H Britten



SCHOOL PRODUCTION – Inn-spectors

RECEPTION & YEAR 1

Maximum of 2 tickets only

Name Class

I would like tickets for the **afternoon** performance on Wednesday 6th December at **1.30pm**

I would like tickets for the **morning** performance on Thursday 7th December at **9.30am**

YEAR 2 PARENTS ONLY

I would like 1 / 2 * (delete as appropriate) extra tickets for the
performance should they become available.

I agree to forward the £3.00 per ticket cost of these additional tickets should they be allocated.

Signed Date

If any member of your request has a disability, mobility, visionary or hearing problem please give details below.

Name Disability

Tickets will be issued to parents once payment has been received (£3.00 each). Payment for tickets will be added to your scopay account.

