



TOTTINGTON PRIMARY SCHOOL

MOORSIDE ROAD, TOTTINGTON, BURY, LANCASHIRE, BL8 3HR

☎ 01204 886169

✉ tottington@prestoleetrust.org www.tottingtonprimaryschool.org.uk

Head Teacher: Mrs D Taylor

19.10.26

Dear Parents and Carers,

Spooky Night of Fun – Important Reminders and Collection Arrangements

We are looking forward to our Spooky Night of Fun tomorrow night! To help the event run smoothly and ensure all children have a safe and enjoyable time, please read the following reminders and collection arrangements.

Collection Arrangements – 5.30pm

To ensure all children are dismissed safely to their parents or carers, please collect your child from the following locations:

3CP – School hall
3/4HC – Classroom door
4GB – Classroom door
5MH – Classroom door
5/6B – Classroom door
6KH – Classroom door

All children must be collected by a parent, carer or designated adult at 5.30pm. **No children will be permitted to walk home alone.** If someone other than their usual parent or carer is collecting your child, please inform the school office in advance so that staff are aware of the arrangements and can ensure all children are dismissed safely.

After-School Club

Any children who are booked into After-School Club will be collected from the club by staff at 4.30pm to attend the Spooky Night of Fun. Children who are booked into After-School Club after the event will be taken back to the club by staff at 5.30pm.

- **Costumes:** Children attending After-School Club should ensure their costume is in their named bag so they can change before the event.
- **Spending money:** If your child wishes to purchase any Halloween treats or goodies from our stall, please send their money in a named envelope.

Thank you for your support in helping us make this a safe, fun and memorable event for the children. We are looking forward to seeing everyone in their spooky costumes!

Kind regards,

Tottington Primary School

