



TOTTINGTON PRIMARY SCHOOL

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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.

Costumes and Spending Money

- **Costumes:** All children attending should bring their Halloween costume into school in a bag clearly labelled with their name. Children will have the opportunity to 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.

Collection Arrangements – 4.15pm

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

Reception – School hall

1TC – Classroom door

1EB – Classroom door

2H – Classroom door

If someone other than a 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 your child is handed over safely.

After-School Club

Any children who are booked into After-School Club will be taken directly to the club by staff at 4.15pm.

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

