



16<sup>th</sup> June 2017

Dear Parents

I am writing to invite you to the annual Prep Department Sports Day. This will take place at our main field situated on Newmarket Road on **Friday 30<sup>th</sup> June**. I have been able to ensure that every pupil in Years 3 to 8 participates in at least two events, one individual and one team. However, please be aware that some children may be asked to participate in more events than others due to uneven numbers in houses. Much time and effort has gone into producing fair and balanced events that will be enjoyable for both participants and spectators alike. The day is very much focused on house competition and you can help by reinforcing this message to the children, especially if they are in an event that may not be their favourite but in which they can contribute to their house.

**All** pupils should arrive in school for registration at the normal time, wearing their full PE kit and school tracksuit (not hoodies). Pupils will not require school uniform at any point during the day. All pupils are expected to have the correct kit to ensure that they are smart and prepared to represent their house.

The day is divided into two parts:

**Junior Sports Day (Years 3 & 4)** takes place in the morning, with the first events at 9.15am, and concludes with presentations at 11.55pm. The children competing in the Junior Sports Day will then return to school for lunch and afternoon lessons, with school finishing at the normal time of 4.00pm. Children can stay in their PE kit and tracksuits for the afternoon; they will not require School Uniform. Parents who wish to watch the senior sports day in the afternoon but have children in year 3 or 4 can book their children to be brought up to the main field at completion of their afternoon lessons. Please contact the main office to book a place for your child if so required.

**Senior Sports Day (Years 5 – 8)** Children in years 5-8 will have morning lessons in school followed by lunch before being walked to the main field for a 1.45pm start. The afternoon concludes with the presentation of cups and certificates following the final event at 5.15pm

Very limited parking is available at the main field and I request that you park elsewhere if possible to ease congestion. **Please do not bring dogs onto the field** (with the exception of guide dogs). During the day, you are free to use cameras and video recording equipment but please do not post any images that identify children other than your own online. It is essential, for reasons of child protection, that **ALL** visitors wear and clearly display their identity badges. Mr Hewitt will be at the announcer's desk with a supply of spare badges for additional guests. When watching events please stay within designated areas as directed by the organising staff.

As parents, you can play a huge part in the success of the day by encouraging all children to achieve their own personal best. I am personally very excited about my favourite day of the year at Town Close and am looking forward to welcoming many of you as you come to support your children.

Yours sincerely

Mr M. Woods  
Head of Physical Education and Activities