



20th October 2017

Dear Parents

Year 3&4 Christmas Cards

This year, as in previous years, we are offering pupils in Years 3&4 the opportunity to design their own Christmas cards. This has been set as an optional homework activity this year. The pupil's designs will be scanned and professionally printed in packs of 12 cards and these will be available at a cost of £6 per pack, with the money raised going to this year's school charity - Special Olympics Norfolk.

The pupils have been supplied with design sheets and cards will be printed to order. Should you wish to place an order for your son or daughter's cards, please would you confirm this by returning the finished design sheet with the completed slip (below) to Miss Goddard by Tuesday 7th November, along with payment for the full amount, either in cash, or alternatively by:

Cheque payment: made payable to *Town Close House Ed. Trust Ltd*

Bank Transfer: A/c no: 22091003 Sort Code: 40-51-62 (Ref: Christmas Cards)

Card Payment: Via the 'Payments' section on the School's website (please select 'Other' with 'Christmas Cards' written in the 'further payment information' box. (please note that a 2.25% charge is applicable for credit card payments)

Please ask your child to see their design, prior to submitting your order.

Yours sincerely,

Daniel Avenal
Head of Years 3&4

Please return to: Miss Goddard, via your child's form teacher, by Tuesday 7th November.

Year 3&4 Christmas Cards

I would like to order.....packs of Christmas Cards made by.....(name)

in (class) and enclose/have made payment of £.....

Signed:.....(parent) Date:.....