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Headteacher Mrs Suzanne Halliwell



9<sup>th</sup> October 2017

Dear Parents and Carers,

This year our school will again be supporting the Samaritan's Purse 'Operation Christmas Child' Appeal. The Appeal sends shoe boxes packed with gifts and useful items to needy children all over the world. Leaflets containing full instructions about what can and cannot be sent, ways to pay your £5 donation (including on-line payment and gift aiding) and how to label up your box are available from the school office – please see Jo Green or myself.

All you need to do is decide if you would like to send your shoe box to a girl or a boy and choose what age the child receiving the gift will be, then fill your box.

ALL ITEMS MUST BE NEW – THE LEAFLET CONTAINS A COMPREHENSIVE LIST OF ITEMS THAT CAN OR CANNOT BE SENT – PLEASE CHECK THE LIST BEFORE PACKING YOUR BOX.

The safest way to make your cash donation is on-line. If you are a taxpayer you can gift aid as well – this makes your donation even more worthwhile!

Once your box is full, please secure it with two elastic bands – do not fix the box lid down as it will need to be checked by customs. Don't forget to place the payment slip, or an envelope containing your donation on top of the gifts.

If you would like to send a Christmas shoe box to a child in need please bring it to school no later than Friday 10<sup>th</sup> November – boxes should be placed on the bench outside the school office.

Thank you so much for supporting us and for helping to brighten a child's Christmas.

Yours sincerely

Carol McGahan  
HLTA

