



Our Ref: SMO/NLO – OSA ‘Christmas Day’
25 November 2024

Dear Parent/Carer

Christmas Lunch and Christmas Jumper day – Thursday 19 December 2024
End of Term – Friday 20th December 2024 2pm

On Thursday 19 December, student's and staff will be able to opt to participate in our festive charity fundraising event - a ‘Christmas Jumper’ day. We will be asking for a minimum donation of £1 for students. The money raised will be split between East Anglia’s Children’s Hospice, Storehouse Charity, 4YP, Joshua Tarrant Trust and Great Ormond Street – all charities chosen by the students.

Contributions are required either on the payment portal before Monday 16 December or, in cash, during tutor time on the day; participation is optional and normal academy uniform/dress is acceptable.

The Christmas jumper (or sweatshirt or hoody) can replace the school blazer. Students will not have to wear a tie with it but are required to wear their usual shirt, trousers/skirts and school shoes. If they have made a donation, they can add festive accessories but only stud earrings, for health and safety reasons.

At lunchtime, students and staff have the option of enjoying a Christmas lunch in the dining area. This will be the main lunchtime meal option on the day although there will be a reduced offer of other meals such as pasta, pizza and panini also being served. Sandwiches and baguettes will still be available at both break and lunchtime (subject to availability).

The cost of the Christmas lunch is £2.50 and **MUST BE ORDERED AND PAID FOR ONLINE BY BREAK-TIME ON FRIDAY 6th DECEMBER to ensure there is enough turkey to go round.** This cost does not cover the purchase of a drink (or any other items) and it would be helpful if students could purchase drinks or other snacks separately, if required, at break-time to reduce the pressures on the catering staff over the busy lunch period.

It is easy to make a payment via the online system. Simply log onto <https://www.ipayimpact.co.uk> with your Username and Password. From the Home Page, click on Accounts and select your child’s name, followed by the Details/Pay button to the right of the Fund Name ‘Christmas Dinner 2024 - students’. Finally, go to the basket and make your payment.

Students who are entitled to Free School Meals may choose to use their daily allowance to purchase a Christmas lunch, but must still do so in advance by completing the reply slip overleaf; they cannot use their allowance to purchase one ‘on the day’. Where these advance reservations are made, the day’s allowance will be automatically allocated and funds for any other food or drink purchases will need to come from top ups to their cashless catering account, by parent(s)/carer(s). Water is always available for students to help themselves. Limited options will still be available for the free school meal cost.

On Thursday 19 December, students will be given a ticket to hand in at the canteen till. The Christmas Lunchtime will start earlier than our usual lunchtime.

We hope that this day will provide all our staff and students with Christmas cheer and hope that when we end the term at **2pm on Friday 20 December** that you all will then enjoy a restful and joyful Christmas break, until students return to the Academy, in the New Year, on **Monday 6 January 2025.**

Yours sincerely

Mrs S Morris
Principal

(See overleaf for Christmas lunch order form)

Christmas Lunch and Christmas Jumper Fundraising Day – Thursday 19 December 2024

Student's Full Name: _____ **Year and Tutor Group:** _____

I would like to order my child a Christmas lunch **on Thursday 19 December 2024**. I have ticked below their menu choice, ie Meat OR Vegetarian option. I note that the Christmas lunch has to be pre-paid online by **break-time on Friday 6th December 2024**.

TICK ONE MAIN MENU OPTION:

Roast Turkey option served with roast potatoes, seasonal vegetables, Yorkshire puddings and gravy

Quorn Fillet option served with roast potatoes, seasonal vegetables, Yorkshire puddings and gravy

Desert will be a Festive Cookie

I have made an online payment of £2.50 for my child's Christmas lunch.

My child is entitled to Free School Meals and wishes to use his/her entitlement for the day to pay for a Christmas lunch.

Please tick the relevant box.

Signed: _____

Date: _____

Name of Parent/Carer: _____ **BLOCK CAPITALS PLEASE**

Please return completed slip and place in the postbox outside the Academy Office by **break-time on Friday 6th December 2024**. Thank you.