

**William Read Primary Academy**  
**Long Road Canvey Island Essex SS8 0JE**  
**Acting Head of School Mrs T Gravely**  
**Executive Headteacher Mrs E Lane MBE**



**Telephone 01268 683053/683818**

**Website [www.williamread.essex.sch.uk](http://www.williamread.essex.sch.uk)**

**December 2023**



**Dear Parents/Carers**

### **CHILDREN'S CHRISTMAS PARTY**

We have arranged a Christmas Party for children in Year 3, 4, 5 and 6 to take place on Tuesday 19<sup>th</sup> December 2023.

The children may come to school in their party clothes. As they will be wearing them all day – nothing too precious or impractical please.

This year we are not asking for donations of food as we will be supplying all of the party food and drinks.

**Yours sincerely**

**Mrs E Lane**  
**Chief Executive Officer**



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**'If we believe, we will achieve'**

