

**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 Reception, Year 1 and Year 2 to take place on Monday 18<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'

