



Developing Potential without Limitations

Frieth CEC School
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5th March 2018

Arrangements for Dress Rehearsal and Performances of 'The Button Box'
Friday 16th March and Saturday 17th March

Dear Parents,

Please find attached the detailed arrangements for the dress rehearsal and the two performances of 'The Button Box' on 16th and 17th March at the Wycombe Swan Theatre.

Dress rehearsal – Friday 16th March 2018

The children will need to be dropped off at school by 8.45 am and picked up at the usual time at the end of the day. The coach will pick us up from school at 9.00 am and the children will be spending the morning at the Wycombe Swan Theatre taking part in the dress rehearsal. Please ensure that the children are sent to school already dressed in their costumes; they are also welcome to bring a water bottle for the dress rehearsal. Please could you also send in their school uniforms in a separate bag so that they can get changed once we return to school sometime after 1.15 pm for a late lunch – please make sure that your child is sent to school with a packed lunch that day.

Evening performance – Friday 16th March - start time 7.00 pm

The children should be dropped off dressed in their costumes at the Town Hall (Oak Room Door Entrance) from 6.30 pm but everybody must be in the hall for 7.00 pm latest. A member of staff will be there to greet the children. Everybody must be checked and signed in and signed out on the forms provided by the Wycombe Swan staff. Please remember to ask the children to bring some form of quiet entertainment (no electronic devices), water bottles and maybe a snack. We think their collaborative performance will start at around 8.15 pm (dependent on running time of the individual performers) and the performance should finish around about 9.15 pm.

Evening collection

We expect collection to start around 9.20-9.30 pm (obviously dependent on run time of the collaborative but this should be a good estimate). **Please remember that there should be NO cars in the turning circle behind the Swan; please collect your children on foot.** This area is always very crowded with parents dropping off and picking up children. The main road outside the old library/police station is always busy at this time in the evening, so again, care is needed. Parents must collect the children from the Oak Room door. They will be let in by Swan staff in groups, collect their children from the school staff and then leave by the fire exit which leads back to the turning circle. Parents will not be allowed in through that door to "just nip in and collect"! We have also been asked to remind parents to be patient at the end of the performance; please bear in mind that there are lots of children to be picked up at the end of performances.

Afternoon Performance - Saturday 17th March - start time 2.00 pm

Children should be dropped off dressed in their costumes at the Town Hall (Oak Room Door Entrance) from 1.30 pm but everybody must be in the hall for 2.00 pm latest. The collaborative performance should start about 3.15 pm and then should finish around about 4.10 pm. Collection should therefore start at about 4.20-4.30 pm.

Collection arrangements are the same as for the evening performance.

Photographs/Videos

Energize! 2018 do not take any photos during the performances and The Swan Theatre Staff are very strict about allowing any photography during the performances. There will be one static video recording of each of the performances, but this is not for re-sale, but for a record of the production. Programmes will be available for the audience from the theatre staff in the foyer and lounge areas.

If you wish to watch your child's performance at the theatre, tickets are still on sale at the Wycombe Swan Theatre.

Thank you for supporting your children in this project. I am sure you will think it is all worthwhile when you see and hear them perform on stage!

Please do not hesitate to contact me if you require any further details.

Yours sincerely,



Mrs K Tyzack
Senior Teacher



Mrs J Reid
Head Teacher

Energize! 2018 – Final Arrangements

Child's name: _____

Class: _____

Year: _____

- I have received information regarding the above event.
- My child will be collected by: _____
- Our/my child is medically fit and we/I authorise medical treatment to be given if necessary.

Name: _____

Signed: _____ (Parent/Guardian)

*Medical condition (if any):
