



16th October 2025

Dear Parents and Carers of Reception children,

We will be holding a 'Write a letter to Santa' workshop. The workshop will take place in the school hall, where you and your child will be able to select how you would like to write your letter to Santa.

The options will include:

- Cutting pictures out of catalogues and sticking them onto a letter template,
- Drawing pictures of things that your child would like for Christmas and labelling them,
- Filling in the blanks and completing a letter to Santa with support from their adult.

When the letters are complete, we will walk as a large group to a local post box and post the letters to Santa. After your child has posted their letter, you will be able to take your child home straight from the post box. *On this day, please do not take your child without informing a member of staff.*

The workshop for your child will take place on:

Mr Hodges (RNH) Tuesday 18th November

Please arrive at 1.20pm ready for a prompt 1.30pm start.



Due to safety reasons, we kindly ask that only **1 adult per child** attends.

We would appreciate it if you could attend the session without younger siblings.

We would be grateful if you could complete the slip below and return it to the class teacher by Monday 10th November so that we can prepare for the session.

Yours sincerely,

Mrs E. Phillips
Early Years Phase Leader



Reception 'Write a letter to Santa' workshop

