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Federation Headteacher Miss J Concannon
<http://www.knaphillfederationofschoools.org.uk/>

17th September 2018

Macmillan Coffee Morning – Knaphill Federation of Schools
Friday 28th September 2018 at 9am—10am held at Knaphill Junior School Hall

Dear Parents and Guardians,

As part of their citizenship learning, the Year 5 children are running a Coffee Morning to raise money for Macmillan Cancer Support. We warmly welcome parents or guardians from any year group to come together to raise money for an excellent cause, to sit down with other members of our school community for a chat and to be served cakes by our Year 5 children.

In order to facilitate this special event, we would really appreciate donations of nut free cakes from children from any year group. The more cakes we have, the more money we will be able to collect for Macmillan. On the morning, please bring them directly to the School Hall and if they are in a container which you would like to have returned to you, please ensure it is labelled with your child's name and class.

For health and safety reasons, all tea and coffee will be served by adults. If there are any parents who can help with this, it would be much appreciated.

If you would like to join us for our Macmillan Coffee Morning, please return the slip below by Friday 21st September, so that we know approximately how many people will be there. We hope that this will be an enjoyable new event for parents and guardians and will enable us to raise lots of money for an important charity. It will be a valuable opportunity and enriching learning experience for the Year 5 children. We look forward to seeing many of you there.

Yours sincerely,

Miss N Law
Head of Year 5

Mr M Alderton

Miss S Ring

Response slip for Macmillan Coffee Morning for all parents and guardians, please return this by Friday 21st September to either School Office.

- I will be attending the Macmillan Coffee Morning on Friday 28th September
 I will be able to help with the serving of tea and coffee at the Coffee Morning _____ (your name)

Child's name: _____ Class _____

