



# Manor Primary School

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Dear Parents

5<sup>th</sup> October 2016

## **Family Outdoor Improvements Day – Saturday 15<sup>th</sup> October**

On this date we are inviting families to join us in school to carry out work on our outdoor environment. The work is part of our project to extend outdoor learning, and encompasses the use of the Tesco 'Bags of Help' funding that we recently secured. The work we hope to do includes –

- Dismantling the raised beds next to the Dairy (where we are later planning to install a poly-tunnel).
- Cutting back and clearing out the 'secret garden' (the area behind the swimming pool).
- Rebuilding raised beds in the area next to the KS1 playground.
- Clearing out and dismantling a shed prior to its replacement.
- Mending and tidying the Wendy house.
- Creating a new fire pit with seating.
- Moving the animal hutches to a new area.

All our families are invited to come along between 9am–4pm on this day – even if it's just to help out for a couple of hours. Refreshments will be provided, including hot dogs at lunchtime, and we really want this to be a fun, sociable occasion as well as a very productive one. We hope that the children will be able to join in and help with the work, but appreciate that they may prefer to play on the field / playground.

Please note that children must be accompanied by an adult and must not come into school on their own on this day. Parents must take full responsibility for their children and for their children's safety and behaviour throughout the day – staff present will not be on duty in this respect. A risk assessment for the day will be carried out beforehand and made available on arrival.

If you are able to come along, it would be much appreciated if you could bring your own tools as our supplies are very limited. This might include gardening gloves, shears, secateurs, hammers, tarpaulins, buckets etc... but please make sure you remain aware of their whereabouts.

**Headteacher:** Karen Dixon

**Deputy Headteacher:** Julie Solomon



We are also on the lookout for any materials that people may be able to donate to the school – including tyres, pallets, large cable reels, planks of wood, top soil, and stone (suitable to build a fire pit). Please let us know in advance of any possible contributions.

On the day, there will signs telling you where to go where you will be asked to sign in and be allocated to an area of work.

We would appreciate it if you could complete the slip below and return this to reception or via the book bags by Thursday 13<sup>th</sup> Oct, indicating any help you are able to give. This will help us with our planning and in organising refreshments. Please indicate if you have any particular skills, equipment or materials that you are able to contribute (although none is required!) or if there is any project that you are particularly keen to work on.

We really look forward to seeing you on this day if you are able to come along and take part. If you have any questions beforehand please don't hesitate to get in touch. Please note the event will be weather dependent and we will let parents know the day before if we need to cancel it.

Yours sincerely,  
Mrs K Dixon

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I / We are **able** to help out on this day (    )

Number of adults \_\_\_\_\_

Number of children \_\_\_\_\_

Any particular skills, equipment or materials you are able to contribute:

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Any other info / please state if you have a particular preference for a work area:

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Name \_\_\_\_\_

**Headteacher:** Karen Dixon  
**Deputy Headteacher:** Julie Solomon

