

# LEOPOLD PRIMARY SCHOOL

Hawkshead Road

Harlesden,  
NW10 9UR  
Tel: 0208 459 5654  
[www.leopoldprimary.co.uk](http://www.leopoldprimary.co.uk)  
Email: [admin@leopold.brent.sch.uk](mailto:admin@leopold.brent.sch.uk)  
Executive Headteacher: Miss Rachel Mollett



Gwenneth Rickus

242-250 Brentfield Road  
Neasden, NW10 8HE  
Tel: 0208 961 5336  
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Email: [adminlgr@leopold.brent.sch.uk](mailto:adminlgr@leopold.brent.sch.uk)  
Executive Headteacher: Miss Rachel Mollett

Tuesday 5<sup>th</sup> December 2023



Dear Parents(s) and Carer(s),

As the Autumn term draws to a close, I am writing to confirm arrangements regarding a number of events taking place over the next 2 weeks:

**Wednesday 13<sup>th</sup> December 2023 at 2:30pm**

Reception (Sunshine class) Christmas performance

**Thursday 14<sup>th</sup> December 2023 at 2:30pm**

KS1 (Oak and Palm class) Christmas performance

**Friday 15<sup>th</sup> December 2023 at 2:30pm**

KS2 (Cedar, Elm, Aspen, Chestnut, Juniper, Willow and Bonsai class) Christmas performance



**Friday 15<sup>th</sup> December 2023**

This year we will be supporting **Save the Children Christmas Jumper Day**. Children can wear a Christmas jumper to school and donate £2 to this important cause - you can find more information here:

[When is Christmas Jumper Day | Save the Children UK](#)

We will collect money at the gates in the morning. Please note, children should wear normal school uniform from the waist down, including black school shoes.



Our school **Christmas Lunch** will also be served on this day and children will enjoy Christmas carols and Christmas crackers as part of the festivities!

**Wednesday 20<sup>th</sup> December 2023**

**Christmas class parties** will take place in the afternoon. Children should bring in party food to share. Please ensure no nuts, food containing nut products or fizzy drinks are brought in. Children may wear their own clothes.

Wednesday 20<sup>th</sup> December is the **last day of term** and the school day will end at **1:30pm**. **Please arrive on time to collect your child(ren).**



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SCHOOL

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It is important to remember that your child(ren) need(s) to be in school every day up until the last day of term. Attendance concerns will be referred to the Educational Welfare Officer.

I would like to take this opportunity to send warm wishes to you all; I hope you enjoy quality time with your family over the festive break.

Kind Regards,

Miss Melehi  
Senior Deputy Head



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