Shoreditch Park
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Headteacher: Penny Smith
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Assistant Headteachers:
Joanne Byrne, Zeynep Karatay, Natalie Ketchell

Inclusion Manager: Claire Keady
School Business Leader: Georgia Caton

2nd July 2026

Dear parents and carers,

We are looking forward to welcoming you to our Summer Festival and hope it will be an enjoyable afternoon for everyone.

Event timings

The Summer Festival will take place from **3:30pm to 5:00pm**.

Safeguarding and supervision

Once you have collected your child, they are your responsibility for the remainder of the event. We kindly ask that all children remain supervised by their parent or carer at all times.

Children who usually walk home independently will be dismissed following the school's usual end-of-day procedures. They may only attend the Summer Festival if they return with an adult.

Dismissal arrangements

- **Nursery and Reception:** Collection will take place slightly later to help ensure a smoother flow of people into the event. The EYFS gate will open at **3:35pm**.
- **Key Stage 1 (KS1):** Children will be dismissed as normal from the main hall.
- **Key Stage 2 (KS2):** Children will be dismissed from the top of the playground.

Please note that the gate between the EYFS playground and the main playground will not open until 3:40pm. Parents and carers collecting children from both EYFS and KS1/KS2 will need to leave the site after collecting their EYFS child and re-enter through the main gate.

Activities, stalls and refreshments

We are pleased to offer a range of activities, most of which will be free to enjoy.

There will also be student-run stalls selling a variety of items as well as delicious food available to purchase. Please bring cash so that you can make purchases during the event.

Donations

If you are able to, we would greatly appreciate a donation to support the event. Donation buckets will be located around the festival and contributions can also be handed in at the school office.

Thank you for your cooperation in helping us ensure the event is enjoyable, safe and successful for everyone. We look forward to seeing you there.

Your sincerely

P. S. Smith

Penny Smith

Headteacher