



## Cottingham CofE Primary School

Berryfield Road, Cottingham,  
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Head of School: Mrs Niki Delo/Mrs Faye Wason  
Executive Headteacher: Mr Ashley Scott



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Dear Parents and Carers,

On Friday 27<sup>th</sup> September we will be hosting a MacMillan Coffee Morning in school. We will be inviting parents and family members to join us after drop off to enjoy refreshments and cakes with their children, whilst support a worthy cause. Please see below details relating to the morning:

- Children will be dropped off at normal time and will go to their classrooms for registration
- Parents will be invited into the hall shortly after 9am via the front entrance (the office door)
- Children will be brought to their parents to enjoy the refreshments available to purchase with their family members
- Children will then return to their classes and class teachers
- Cakes will be available to purchase using both cash and contactless
- Any cakes that remain unsold will be available to purchase at the end of the school day

Children of parents who are unable to attend will remain in the classrooms with their class teachers until parents have left. Their teachers will then take them into the hall where they will be given the opportunity to purchase cakes/drinks to enjoy with their friends.

We will be asking for cake donations for the event. Please ensure that any cakes purchased/baked for the event **do not contain nuts**. We have children in school with severe nut allergies and we need to ensure that this is a safe environment for them. If your child suffers from any additional allergies, please can you provide safe foods that they can enjoy during the morning. **Please can all cake donations be submitted to the office on Thursday 26<sup>th</sup> September.**

Thank you to the PTFA for supporting and facilitating this event, without them, it could not go ahead. We hope you are able to support us to raise as much as possible for this fantastic charity and we look forward to welcoming you into school.

We are hoping to have another exciting experience for the children on this day, so we are asking the children to come into school wearing **“green”** clothing which is appropriate for sport.

Kind regards,

Mrs Lloyd

Class Teacher/PE Lead/Wellbeing Lead



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FLOURISHING  
TOGETHER

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