



# SIR THOMAS RICH'S SCHOOL

Oakleaze, Gloucester

## Everyman Theatre Trip 19.09.19 'The Woman In Black'

Dear Parent/Guardian and Student,

We are due to go to the Everyman Theatre in Cheltenham on Thursday evening for the performance of 'The Woman In Black'. The play is due to start at 7.30pm and I would like the students to meet outside the theatre by the entrance to the coffee shop at 7.10pm. This will allow me to complete a register, provide the sheet that they can record their observations on and issue tickets. Once we are all present we will go to our seats together.

The running time is 2hrs and 5minutes including an interval. Could I please ask that you meet students at the front of the theatre at 9.35pm at the latest. I will be waiting with them until they are collected.

If your Son is to make his own way home can I please request that you email me or write a letter to confirm this arrangement. A text on their phone will not suffice. I am keen to ensure that they are all safe and will make them wait outside the theatre with me unless I have written consent from you to say otherwise. Please also ensure that I tick them off the register following the show and that I see them leave with you.

Thank you for your continued support.

Kind regards,

Mrs S E Jones

## SIR THOMAS RICH'S

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