



PARENT GROUP

"Together We Achieve"

Dear Grade 5 Parents,

29th October 2018

Re: Grade 6 Graduation Dinner – Tuesday the 18th December, 2018

As you may be aware, each year Parent Group assists with the Annual Grade 6 Graduation Dinner, which is held to acknowledge their achievements over their primary school years. For this evening to run successfully, it is tradition that the Grade 5 parents assist with the running of the evening, alongside Parent Group (unfortunately this is not an evening for the Grade 5 children).

Your assistance is required with:-

Session 1 5.35pm – 8.00pm:

- Serving the children and teachers their main meal and dessert, and clearing meals/tables and dishes. Setting up chairs in hall.

Session 2 7:45pm – 10.00pm:

- Setting up tables for supper, serving supper/tea/coffee
- Clearing up supper

We are also looking for a Grade 5 parent to co-ordinate the above requirements.

A reply slip is attached for you to fill in where you can assist – so please, don't be shy and put your name down to help out on this very special evening. And remember, next year it will be your turn to enjoy an evening supported by the Grade 5 parents.

Please return the attached reply slip to your Grade 5 teacher by Friday 9th November, 2018. A completed roster will be sent home with your child confirming your time slot.

If you have any questions, please do not hesitate to contact Carlyn Backers at the office, or via email backers.carlyn.c@edumail.vic.gov.au

GRADE 5 HELPERS REPLY SLIP FOR GRADE 6 GRADUATION (RETURN BY 9TH NOVEMBER)

Parent/Guardian Name _____ Contact No. _____

E-mail Address _____

Childs Name _____ Grade _____

I can help

- SESSION 1 : 5:35 PM - 8:00PM
- SESSION 2 : 7:45 PM - 10:00PM
- I CAN HELP WITH EITHER SESSION, PLEASE LET ME KNOW PREFERRED SESSION
- I AM ABLE TO BE THE COORDINATOR