

Dear Parent/Carer,

As you will be aware, our annual Christmas Fair will take place on Tuesday 12<sup>th</sup> December 2017. We kindly request donations of:

- Bottles of wine
- Baked goods
- Teddies and large dolls
- Toys (no books thank you!)
- Raffle prizes
- Items for tombola
- Sweets & Chocolate

If any parent/grandparent/carer would like to help set up and organise a stall, please call in at the school office.

Thank you for your continued support.

Yours sincerely,

*Friends of West End*

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**Wakefield City Academies Trust** is an exempt charity regulated by the Secretary of State for Education.

It is a company limited by guarantee registered in England and Wales (Company No: 07462885), whose registered office is at The D'Hervart Suite, The Refectory, Nostell Business Estate, Nostell, Wakefield, WF4 1AB

[www.wcatrust.org](http://www.wcatrust.org)