



St Mark's West Essex Catholic School

an Academy Trust School

Tripton Road Harlow Essex CM18 6AA

Telephone: (01279) 421267 Fax: (01279) 418220

website: www.st-marks.essex.sch.uk email: admin@st-marks.essex.sch.uk

Headteacher Miss E Heaphy BSc MA PGCE NPQH

Dear Parents and Carers

25 February 2018

On behalf of **8 Elgar**, I would like to invite you to our Service of Celebration of our Gifts and Talents which will take place on **Monday 23 April 12.30** in our school Chapel. We are planning how we can recognise the many special ways we have been blessed and to give thanks to God for our abilities and achievements. The Liturgy will last approximately 25 minutes and there will light refreshments served afterwards. We will be finished no later than 1.30pm.

We do hope you will be able to join us but we also realise that it can be difficult for some parents to have time off work during the day, so if you can't make it maybe a grandparent(s) will attend in your place if they haven't got work commitments at this time. Please indicate in your reply if it will be grandparents attending.

We would be grateful if you could reply via ParentMail or by returning the reply slip to **Mr Connolly**, your child's RE teacher, by **17 April**.

Yours sincerely

Imelda Gunn
Lay Chaplain

Reply via ParentMail or by returning the reply slip to Mr Connolly by 17 April.

I/We will be attending **8 Elgar's** Service of Celebration and Thanksgiving on **23 April 12.30pm**. **OR**

Unfortunately, I/we cannot attend on **23 April** but the following family member(s) will represent us:

Name: Relationship to child:

Name: Relationship to child:

Signed (Parent(s) / Carer(s))

Child's name:

Form: **8 Elgar**