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18/11/22

Dear Parents,

I hope this email finds you well and you are all looking forward to our upcoming Carol Service and the special Centenary Celebration. We would greatly appreciate if you took note of the below details and requests regarding our centenary celebration event on **Saturday, December 3rd**.

Christmas Carol Service:

The day's celebration will commence with the Christmas Carol service in the church. We ask that the children be there at 10.30am and it will begin at 10.45am sharp. We ask that the children dress in a festive top hat e.g. a Christmas Jumper and Santa/Christmas. However the Christmas attire is different from Ms. Gallagher's room and therefore she will be emailing you shortly to outline what is to be worn on the day for the children in her class. Families are all invited to attend.

New Classroom Opening:

After the Carol Service concludes, all children and their families are invited back to the school for the official opening of the new classroom. This will take place outside of the new classroom at 11.45am (weather permitting) and Bishop Michael Duignan will be unveiling the plaque of the new classroom. This should take no longer than a few minutes.

The children have been given special School Centenary Celebration Invites to give to their neighbours and extended families inviting them to this event. We would appreciate if these could be given out in the coming days.

Book Launch:

After this short ceremony, the school children will be asked to go to the hall with the teachers where they will be given pizza to celebrate their performance in the Carol Service. All parents and members of the community are then invited into the new classroom and the school centenary book will be launched by former school Principal and main book sponsor – Pat McDonagh. This will occur at approximately 12pm. Copies of the book will be available to purchase on the day. The cost of the book is €20 and cash and Revolut payments will be accepted.

School Viewing:

After the launch of the book parents and members of the community are invited to come to view the school and it's classrooms. Photos relating to the school over the past 100 years will be on view as well as the school roll books from this time. As these records are of such fundamental importance to the school and are quite antiquated, special guidelines will be in place as to how they can be viewed.

Light Refreshments will also be served on the day.

Volunteers:

We would deeply appreciate parents' help with the final preparations for our centenary day. We are asking parents, where possible, to please donate some refreshments as well as undertake some minor tasks on the day itself – Attached [here](#) is a link to the list of refreshments as well as jobs that need to be attended to on/or prior to the day. This is an editable document so please fill in your name beside any task you are available to help with. We will get back to you in the coming week to detail exactly what is needed should you volunteer to undertake a task.

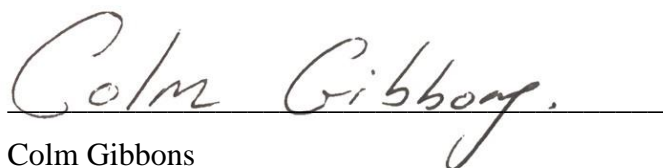
Thank You:

As you can imagine a great deal of work has gone into the organisation of this day. We are sincerely thankful to our Board of Management, Staff Members, Parents Association, Centenary Committee and members of our local community who have given of their time to help facilitate this day.

We thank our Board of Management and Pat McDonagh of Supermac's who have kindly sponsored the publication and printing of the centenary book.

If you have any questions regarding the day please do not hesitate to ask:
mrgibbons@kilricklens.com

Le gach dea-ghuí,



Colm Gibbons

Principal

Kilrickle N.S.