Dear Parent or Carer  

2nd December 2016

Re: Christmas Carol Service 20.12.16 and Charity appeals

We are writing to express our gratitude to the Holcombe Community for its recent support and generosity in supporting the annual Christmas Shoebox Appeal, and also to extend an invitation to continue the spirit of good will and sharing that has already begun.

Holcombe has been a hub of activity as Sixth Form and younger students gave up their time to carefully sort, wrap and organise your donations into boxes full of gifts and toys. We are proud to have been able to prepare 150 boxes for collection last week and prouder still to have handed the volunteers at Operation Christmas Child £170 towards shipping costs. This is a significant increase on donations last year and our students are to be congratulated for their altruism and taking such an active part in ensuring Christmas is a time of giving to others.

With students keen to follow up on such a success we now turn our attentions towards supporting The Medway Food Bank. All contributions are particularly important in the run up to Christmas and we are all aware that there are families and individuals in our local area who are in need of assistance. Heads of House will be gratefully receiving donations that come into the school. Please use the list provided for advice on food items most urgently required. Please remember to check the dates on food before sending items in to the school.

To help promote the foodbank we are pouring extra effort this year into the Holcombe Christmas Carol Service – and we would love you to come and join us. The celebration will include choral pieces from year 7 and contributions from GCSE music students. The service will be led by Rev. Barry Linney at St Stephen’s Church, Maidstone Road, Chatham on Tuesday 20th December at 6pm. The Holcombe Association will be kindly providing refreshments after the service and there will be the opportunity to make a donation for the Medway Food Bank appeal.

www.tsatrust.org.uk
To help us with the organisation of this event, please sign the slip at the foot of this letter to indicate whether or not you are able to attend. We hope to see as many faces and hear as many voices as possible.

We look forward to a continuing collaboration with students and families of Holcombe as we strive to work with the community around us.

We would like take this opportunity to wish you a very happy Christmas and we look forward to seeing you on 20\textsuperscript{th} December.

Yours sincerely

Mr J. Still  
(Head of Conquest House)

Miss K. Holman  
(Head of Guardian House)

Mrs M. Childs  
(Acting Head of Shannon House)

Miss R. Martin  
(Head of Barfleur House)

---

**CHRISTMAS CAROL SERVICE ON 20\textsuperscript{TH} DECEMBER 2016: 6PM TO 7PM: ST STEPHEN’S CHURCH, CHATHAM**  
(Please return to Form Tutors: deadline for replies Tuesday 13\textsuperscript{th} December)

- My son/daughter will attend: __________________ (number of seats required)
- My son/daughter will attend unaccompanied and may leave without being collected by an adult
- My son/daughter will attend unaccompanied but must remain until collected at 7pm by
  _______________ (Name) _______________ (Mobile number)

Signed ...........................................................  Date .........................................................

Name of Son/Daughter .......................................................... Form ........................................