



THE OAKS ANNUAL CHRISTMAS CONCERT
AT THE MARTIN WOLDSON THEATER AT THE FOX
DECEMBER 17TH 7:00 PM

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Christmas Concert Rehearsal Details: PLEASE READ CAREFULLY!

Dear Parents,

During the school day on Tuesday, December 17th, the entire student body will be rehearsing at The Fox Theater (1001 W Sprague Ave) for that evening's concert! This letter intends to communicate what to bring to the rehearsal as well as the drop off and pick up instructions. Thank you for your help in facilitating an enjoyable and productive rehearsal!

Students should come with the following required items and nothing extra (no backpacks, no lunch boxes, etc.).

- Brown Bag Lunch – Students need to bring their own lunch. Please make this lunch completely disposable (paper bag, disposable drinks, etc.) as any remaining items must be discarded after lunch.
- Car Seats – If your child requires a car seat and will be riding home with someone other than the person who dropped them off **please be sure to leave a clearly labeled car seat** when your child is dropped off.
- Instruments – Students who are playing an instrument in the concert will need to bring their instruments with them to the rehearsal. Afterwards they will leave their instruments at The Fox until the evening's performance. **Please check that your child's instrument is clearly labeled.**
- Secondary teachers will assign students to bring one book and/or a selection for memorization by one of their teachers. This item should have the student's name on it.

Students should be in uniform. Formal uniforms are *not* required for the *rehearsal*, but they are *required for the concert* in the evening. **Please label your child's cardigans, coats, and winter clothing items.**

Students will be dropped off and picked up along the sidewalk around The Fox at specific locations and at specific times as detailed below. **Please pay particular attention to where and when your child is to be dropped off and picked up.** The drop off location may be different than the pick up location. There is a map on the back that accompanies the written instructions.

DROP OFF for rehearsal:

Time: 8:00 am: Senior boys to help with unloading and set-up.

8:30 am: Carpools/individuals comprised of only grammar students.

8:45 am: Carpools/individuals comprised of both secondary and grammar students OR only secondary students.

Place: **Please drop students off curbside along 1st Avenue or in the West Parking Lot.** Students will enter Door C (see map on back). Staff will be positioned to escort your child into The Fox to meet up with their class.

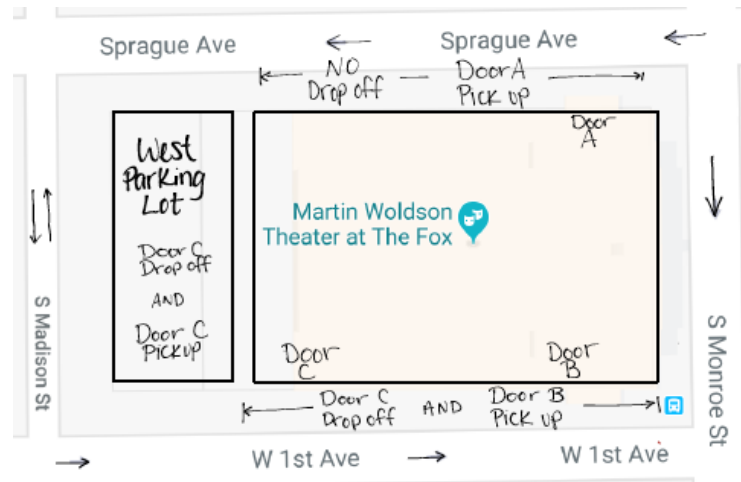
PICK UP from rehearsal:

Time: 2:30 - 2:45pm (except for Kindergarteners who will be picked up from 12:15-12:30pm)

Place: Each student will check out with a staff member and exit at a predetermined door. As vehicles pull up to the curb, staff members will collect the students for that vehicle. We must account for every student, so it is extremely important that this process is organized. Please see map on this letter for the pick-up locations.

PICK UP Locations: Please make a note as to which set of doors your child/carpool will be exiting.

- **Kindergarteners** will be picked up from 12:15-12:30pm. **They will exit the southeast doors (Door B).** Vehicles picking up these students will line up along the curb on W 1st Avenue.
- Carpools/individuals consisting of **only grammar students will exit the southeast doors (Door B).** Vehicles picking up these students will line up along the curb on W 1st Avenue.
- Carpools consisting of a **mixture of grammar and secondary students will exit the northeast doors (Door A).** **If the driver of a mixed carpool is a secondary student, the carpool will leave from this door and walk to their vehicle.** Vehicles picking up these students will line up along the curb on W Sprague Avenue.
- Carpools/individuals consisting of **only secondary students will exit the southwest doors (Door C).** Vehicles will pull into the parking lot on S Madison on the west side of The Fox.
- Students leaving with a staff member or parent volunteer will be asked to wait at a designated location indoors until all other students have been picked up.



Please complete the attached transportation form on which you will indicate the carpool of your child with the name and cell phone of the driver. This form is due back to the school office no later than Tuesday, December 10th. Please note that we must account for every student and it is extremely important that these forms be filled out and returned by the due date.

A Note to Student Drivers:

Students who are driving need to **bring money** to pay to park at a public lot (*not* metered parking). Students may **not** park in the Fox's west parking lot. **If your child will be driving or riding with another student, a written note from the parents of both students (the driver and the passenger) must accompany the transportation form.**

Thank you for taking the time to read through these details! We appreciate your support in making this year's concert a success. Please feel free to call the office if you have any questions. What a blessing to be able to once again host this year's Christmas concert at The Fox!

Thank you!
The Oaks Staff

**Please return the attached transportation form to your child's homeroom teacher by
Tuesday, December 10th.**