



24<sup>th</sup> March 2022

Dear Parent/Carer

## **Ely College Spring Music Concert – Thursday 5<sup>th</sup> May 2022**

I am delighted to announce that Ely College will be presenting our Spring Music Concert on Thursday 5<sup>th</sup> May 2022, in Needham's Hall. This evening will consist of a range of music prepared by our music ensembles, as well as several solo numbers too. As always, our students have worked exceptionally hard for this event, and we look forward to sharing this with you.

This event will start at 7.00pm, however doors will open from 6.30pm to purchase refreshments (coffee/tea/hot chocolate/squash and snacks); students participating in the evening performance are expected to arrive by 6.15pm and report directly to Needham's Gym. There will be a short interval during the evening performance. I anticipate that the performance will end between 8.30-9.00pm but will confirm a specific time window closer to the event.

### **Purchasing tickets through WisePay**

Tickets for the 'Ely College Spring Music Concert' are available to be purchased through WisePay from Friday 25<sup>th</sup> March. When you log in, please select 'Ely College Spring Music Concert' and check that you have selected the correct ticket selection for the guests in your party.

Tickets are priced at £5 per ticket. Seating at this event will be unallocated.

As we anticipate selling out, there will be no tickets available on the door to purchase.

All ticket sales (and income from refreshments) will go towards the Music Department to purchase new musical equipment for our students to use, as well as providing financial assistance to support KS3 students with accessing group instrumental lessons.

### **Collecting tickets on the evening**

All purchased tickets will be available for collection on the evening of the performance at a table in the entrance to the Needham's building. You will then subsequently be asked to provide your ticket to the member of staff on the door as you enter Needham's Hall for the performance. Each member of your party must keep hold of this ticket for the duration of the concert.

### **Refreshments – Card Only**

Non-alcoholic refreshments (tea, coffee, hot chocolate and squash) will be available on the evening of the performance inside Needham's Hall from 6.30pm and again at the interval of the performance. However, we will be running a no-cash system so please be prepared to use debit/credit card only to purchase these refreshments. Programmes will be provided for free for each guest.

### **COVID/Cancellation of Concert**

There is no longer a requirement for visitors onto the school site to wear a face mask/covering for the entirety of their visit. However, if you do wish to continue to wear face masks and use hand sanitiser you are more than welcome to do so. If there are any changes to this COVID guidance from a school perspective

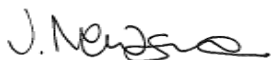
prior to this event, we will make contact to inform you.

In the unfortunate event where the school has to cancel this evening due to student/staff absence or based on advice from the local education authority, a full refund for each ticket will be processed.

However, if you (or a member of your party) are unable to attend the concert due to illness/COVID self-isolation, we are, sadly, unable to offer a refund on these tickets.

Thank you for taking the time to read this letter, and I hope that you will be able to join us for our 'Ely College Spring Music Concert' this year.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J. Newsome', with a stylized flourish at the end.

Mr J Newsome  
Subject Lead Music