



# ELTON CHURCH OF ENGLAND PRIMARY SCHOOL

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Headteacher: Claire Arnold

*“Love one another as I have loved you”*

FRIENDSHIP

TRUST

JUSTICE

ENDURANCE

COMPASSION

KOINONIA

20<sup>th</sup> November 2025

Dear Parents and Carers,

Tuesday 2<sup>nd</sup> December sees the first of our Christmas events to which you are all warmly invited – our Christingle service. To enable it to be a beautiful (but safe!) celebration of this important festival, I have outlined the procedures for the evening so that those families who are new (and those who have forgotten ☺) will know what to expect. Thank you in advance for your understanding and co-operation.

This year, as usual, every child will make a Christingle in school. They will learn about the meaning of the Christingle, and the older children will also learn about the work of the Children’s Society. All children will then bring their Christingles home at the end of the day EXCEPT Year 5 and 6 children, and those children in Y4 **who are in choir**. **Parents** of all EYFS, Y1, Y2, Y3, Y4 children, may bring their Christingles back to the service. These will then be lit at the appropriate part of the service, but it will be the **parents** in charge of the Christingle rather than the children (no pressure ☺). Those children who are in choir will stand with their lit Christingle in the central aisle. Those in Y5 who are not in choir will stand with their lit Christingle around the altar. We will therefore still have our church completely in candle-light for this part of the service, but the responsibility of keeping safe and “wax-free” will be with the adults in the church, rather than the children.

## Reminders

- Please send in an orange (no satsumas) any time from Monday 24<sup>th</sup> November to Monday 1<sup>st</sup> Decembere so that we can make the Christingles in class. We will provide the other things needed.
- As usual, we expect all children to attend the service, as it is an important part of school life. If there is any reason as to why your child cannot attend, please ensure you contact Kerry as soon as possible. Similarly, if another parent is taking your child home after the service, please let the office know.
- The service begins at 6.00pm. Please make sure children come into school to be registered by 5.45pm at the latest. School doors will open at 5.35pm.
- EYFS children should be in costume – these will be provided by school and sent home in advance of the service. EYFS children may bring their coats.
- Years 1-6 should be in full school uniform. Parents will take their children’s coats before the children come into school (we don’t have room in the church).
- All children in EYFS and Years 1-4 (except those children in choir) will bring their Christingles home. Parents are invited to bring the Christingles into church and light them on their child’s behalf during the service.
- There will be a labelled box on a table near the entrance for donations towards the work of the Children’s Society. This replaces the ‘candle boxes’ that used to be sent home.
- The children will be seated on the main altar in their classes.

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- The front few rows in the centre aisle are reserved for EYFS parents. There should be enough room for two guests per EYFS child. Any additional guests will need to sit elsewhere in the church.
- **All aisles must be kept clear** as children will move around the church. If it is at all possible to leave pushchairs/prams elsewhere, this would be appreciated. **Any pre-school children must be closely supervised and should not be running up and down the aisles.** Although we always welcome our younger guests to school events, and have all experienced times as parents when toddlers do not always want to comply 😊, a church with lit candles is not a safe place. If your child is at that age where they don't like being told what to do, then on this occasion, the Christingle service is not a suitable place for them.
- We would please ask that our whole school community (all present at our service) look out for the safety of any choir members near them when the candles are lit. When the church is very busy, it may be difficult for members of staff to reach children who are upset or struggling with their Christingle. Please look out for each other too and be aware of any loose clothing, scarves and long hair.
- Parking – the village will be very busy. Please respect our local residents by parking appropriately and safely.
- At the end of the service children will not return to school, but will be dismissed from the church in turn. This will be announced at the end of the service.

We look forward to celebrating Christingle with you. Many thanks for your support.

Yours sincerely

**Claire Arnold**  
**Headteacher**