



Archdiocese of Birmingham  
*Our Lady of Grace Catholic Academy*  
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Friday 15<sup>th</sup> September 2023

Dear Parents/Carers,

Throughout the year, the school, alongside your kind generosity and support, organises events to help raise money for various charities both locally and nationally. As part of the World's Biggest Coffee Morning and to raise funds for Macmillan Cancer Support, we would like to invite you to a coffee morning to be held in the school hall.

The coffee morning will take place on **Friday 29<sup>th</sup> September** between **9:30am and 10:30am** and you are very welcome to drop by for a coffee and a chat between these times. There will also be opportunity to take part in a raffle.

To attend the coffee morning, we would appreciate a **£2 donation** (bring on the day) and this will include a hot or cold drink and a cake. We think this will be a lovely opportunity for parents and family members to get together over a cup of coffee, as well as raising awareness for a charity very close to our hearts. Your child will be able to join you for a drink and cake too! Mini coffee mornings will also take place in each class for the children.

Please don't be disappointed if you are unable to attend the coffee morning as there will be opportunity to make a donation by buying a cake, from the school hall at the end of the school day. If you are unable to attend and would like to send in a donation, please send this in with your child in a clearly marked envelope. All funds raised from both the coffee morning and cake sale will go directly to Macmillan Cancer Support.

For the coffee morning to go ahead successfully and raise as much money as possible, we would appreciate your support by buying or baking cakes, for the main coffee morning and those taking place in classes, to send into school with your child. Please bring all cakes in on the day of the coffee morning. We would also appreciate any offers of help especially with serving hot drinks. If you are able to attend please complete attendance slip on Scopay by Friday 22<sup>nd</sup> September. There will also be an option for you to let us know if you would be willing to help out at this event.

Thank you for your continued support.

Mrs Rathbone  
Principal

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**If you require this document in any other format please contact the office.**