

12th December 2016

Dear

Thank you for agreeing to participate in the Swimathon 2017. I attach the sponsor forms for you to take home so please start collecting as many sponsors as possible and remember to complete the forms correctly if sponsors wish to 'Gift-aid' their donations. **All sponsor forms must be returned by Friday 6th January 2017 or before.** Please hand the sponsor forms in to the office at Alwyn Infant School. Having the sponsor forms before the event really does make things much easier as I have to inform The Lions Club on the day of how much we intend to pledge and if I have the forms a few days before the event, I can tot up the total the night before and concentrate on the children on the day.

The participants will be put into two teams. These teams will be called The All Winners 'A' and The All Winners 'B'. The teams will be next to each other in the swimming lanes and siblings should be in the same team as each other as long as all children turn up on the day. If anyone does drop out I shall have to re-arrange teams so we have the same number of children in each. I shall let you know on the day which team you are in.

The arrangements for Saturday 7th January 2017 will be to meet in the café in The Magnet Leisure Centre, Maidenhead at about 12.30pm (or 12.15pm if you do not hand your sponsor form in beforehand). On arrival, please come and find me so I can register you. You will then be asked to wait until all participants have arrived.

Please bring a towel for the poolside so when you are not swimming you may wrap up to prevent getting cold. I would recommend bringing two towels as the towel used on poolside does get very damp. You may also bring goggles and a swimming hat if you wish to use them.

Once everyone has registered with me, swimmers will go to the changing rooms to get changed (approximately 12.40pm). We must be in the seated area by the poolside at 12.45pm. Team captains will be asked to lead their team onto the poolside at 1pm (team captains will be chosen on the day). At this time all parents/carers/spectators **MUST** take a seat in the spectator's gallery unless they are swimming with their child or helping me on poolside. Photos may be taken from this seated area. There may be a photographer for the Maidenhead Advertiser taking group and individual photos so if you do not want your child photographed, please make sure you let me know before the day of the event.

If you have any questions, please do not hesitate to come and ask. It is so important that we all have lots of fun and children swim at their own pace.

I look forward to seeing you all on Saturday 7th January 2017. **Remember sponsor forms must be returned to me on or before Friday 6th January 2017.**

Yours sincerely,

Mrs M Evans
Physical Activity Co-ordinator