

# Oaks Primary Academy

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**Executive Principal:** Mrs Debbie Biggenden

**Principal:** Mrs Jane Tipple

Tuesday 21<sup>st</sup> February 2017

Re: 500 Words Competition

Dear Parent/Carers,

Many of the pupils have written stories which we would like to enter into the 500 Words Competition run by the BBC.

In order to enter the stories that the pupils have written, we do need to fill in an online form which asks for the details (names and dates of birth) of individual children. The data is used for competition administration purposes only. Further details can be found on: <http://www.bbc.co.uk/programmes/articles/yQXftmwsvJbTnvYNKZNgkv/frequently-asked-questions>

We need to have all of our entries submitted by Thursday lunch time. We are therefore asking that if any parents or carers are not happy for us to submit entries by their children or to share their details, that they let us know by the end of school tomorrow (Wednesday 22<sup>nd</sup> February 2017). If we do not hear from you, we will presume that you are happy for us to go ahead and submit your child's entry.

Yours sincerely

Mrs McFadden

Vice-Principal