



**Northeast Elementary School**  
420 Albany Avenue, Amityville, NY 11701

Dr. Pauline Collins  
Principal

(631) 565-6400

---

December 4, 2023

Dear Parents/Guardians:

You are cordially invited to our annual Holiday Assembly which will take place on Friday, December 22, 2023 at 10:30 a.m. in the gymnasium. We are asking that you dress your child in holiday colors such as red, green or white for the performance, if possible.

We encourage you to allow your child to remain in school after the assembly. However, if you plan on taking your child with you after the assembly; please complete the attached form and return it to the school by Friday, December 15, 2023. At the end of the assembly, only one parent/guardian will be allowed to remain in the gymnasium for pick up. All other guests will be instructed to wait outside. Please be sure to bring photo ID, so that you do not experience a delay in picking up your child.

If you do not complete the form, you may have to wait a very long time to get your child, because priority will be given to the parents who have notified us in advance via the attached form.

If you have any questions or concerns please, call the main office at (631) 565-6400.

Sincerely,

Dr. Pauline Collins  
Principal

PC:io

**ESPAÑOL EN EL OTRO LADO**



**Northeast Elementary School**  
420 Albany Avenue, Amityville, NY 11701

Dr. Pauline Collins  
Principal

(631) 565-6400

---

4 de diciembre de 2023

Queridos Padres/Guardianes:

Esta cordialmente invitado/a a nuestra asamblea anual de las fiestas pascuales el viernes, 22 de diciembre a las 10:30 a.m. en el gimnasio. Les pedimos que vistan a su hijo/a en colores festivos como rojo, verde y blanco, si es posible.

Si piensa llevarse a su hijo/a después de la ceremonia, por favor rellene el folio adjunto a esta carta y devuélvalo inmediatamente a la escuela con su hijo/a. Después de la ceremonia, solo un padre podrá quedarse dentro del gimnasio para esperar a su hijo/a. Todos los demás invitados tendrán que esperar afuera. Por favor asegúrense de traer su carnet de identidad, para que no tengan que esperar al recoger a su hijo/a.

Si usted no rellena y devuelve el folio, el día de la ceremonia tendrá que esperar pacientemente a que los niños, cuyos padres notificaron con anticipación, sean retirados, puesto que ellos tendrán prioridad (esto puede demorar bastante tiempo).

Si tienen alguna pregunta, llame a a la oficina al 631-565-6400.

Sinceramente,

Dr. Pauline Collins  
Directora

PC:io

**ENGLISH ON THE OTHER SIDE**

This communication is intended for the use of the individual or entity which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of the message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited.



Northeast Elementary School  
420 Albany Avenue, Amityville, NY 11701-2584

Dr. Pauline Collins  
Principal

Tel: (631) 565-6400

---

### **REQUEST TO TAKE CHILD AFTER WINTER CONCERT**

Date: \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Name of Person  
Authorized To Pick-Up: \_\_\_\_\_

**Parent/Guardian's Signature:** \_\_\_\_\_

**PLEASE RESPOND AS SOON AS POSSIBLE**

This communication is intended for the use of the individual or entity which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of the message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited.



Northeast Elementary School  
420 Albany Avenue, Amityville, NY 11701-2584

Dr. Pauline Collins  
Directora

Tel: (631) 565-6400

---

**PERMISO PARA LLEVAR A SU HIJO/HIJA A CASA DESPUES DE  
LA ASAMBLEA ANUAL DE LAS FIESTAS PASCUALES**

Fecha:

---

Nombre de la Maestra:

---

Nombre del Estudiante:

---

Nombre de Persona  
Autorizada para recoger  
Su niño/a:

---

**Firma del Padre/Guardián:**

---

**POR FAVOR, RESPONDA LO MAS ANTES POSIBLE**

This communication is intended for the use of the individual or entity which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of the message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited.