



Our Ref: LTM/kmd/oe-early close

22 September 2023

Dear Parents/Carer

Re: Open Evening – Tuesday, 3rd October 2023 - 6:00pm to 8:30pm

You will be aware that we will be holding our Open Evening for prospective parents on Tuesday, 3 October 2023 from 6:00pm to 8:30pm.

The aim of the evening is to showcase the school to prospective parents and children from our feeder partner schools and beyond. It is an opportunity to see the fantastic facilities that we have to offer, meet our wonderful staff and students and see the high standard of work and excellent extra-curricular offer that our students take advantage of every day.

During the evening, there will be a range of events and activities taking place and many students will be wanting to represent the school within departments. If your child is requested to take part during the evening, we will be sending out a separate letter with further details asking your permission for this.

To enable the staff to prepare for Open Evening the school will be closing early on Tuesday, 3rd October at 1.30pm. Periods 1 and 2 will take place as normal and break will be extended by 10 minutes. The school day will finish at the end of period 4 and students will leave at 1.30pm.

If your child travels on school transport, they will be leaving from 1.40pm onwards. Parents are kindly asked to ensure there are appropriate arrangements in place for these students when they are dropped off at the adjusted time, at their normal drop-off point.

Many thanks for your ongoing support.

Yours faithfully

Lee Tristham
Headteacher

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