

11 September 2019

Dear Parent/Carer,

On Thursday 3rd October 2019, the school will be holding an Open Evening for children in Year 6 and their parents. We have asked all Year 7 students to act as guides during the evening. We know that, if you attended our Open Evening last year, you will have benefitted from one of our students acting as a guide for you on your tour and we know that our Year 7 students really benefitted from being given the responsibilities that come with this role. We look forward to your son/daughter contributing to the school community whilst, hopefully, gaining some valuable experience and learning new skills along the way.

Students will be required to return to school at 4.30pm, wearing full school uniform, equipped with a pen and stay until 7pm. Unfortunately, we will be unable to organise transport to and from school for the evening and would be grateful, therefore, if you could make the necessary transport arrangements.

We would be very grateful if you could sign and return the permission slip below giving consent for your son/daughter to attend to help on the evening.

Yours sincerely,



Mr M Hickin
Associate Assistant Headteacher: Key Stage 3

REPLY SLIP: Please return to **Form Tutors** by Friday 20th September 2019
I give permission for my son/daughter to attend the Open Evening on 3rd October 2019.
I will make arrangements for their journey to and from school.

STUDENT NAME: _____ FORM: _____

SIGNED: _____ DATE: _____
Parent/Carer



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