

14th September 2023

Dear Parent / Carer

## Notification of Open Evening Thursday 28th September 2023 Early Closure

I would like to make you aware that our Open Evening will be on Thursday 28th September. This is an evening for families of Year 6 and Year 5 children to visit, meet staff and students in order to assist the decision about which secondary school to select for their secondary education. With so many of our young people returning to work with staff on the evening, we need to make this possible by altering our school day on Thursday 28th September. Participating students have to be back in school by 5.30pm and so to enable this we will have an early closure. Students can therefore go home, have their evening meal and return in sufficient time.

We will dismiss students at 12:30pm ensuring food will be available for them at break time. The school buses will depart at 12.40pm. Staff will be in school throughout the afternoon preparing for the evening event.

Thank you in advance to those parents and carers who will consent to their child participating on the 28<sup>th</sup> September. Our young people are great ambassadors for our school and I am extremely grateful to you for your support of this important event.

Yours sincerely,

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Mr Neil Dimbleby Headteacher