



Wednesday 15th September 2021

Dear Parent/Carer

On **Wednesday 29th September** starting at 5.00pm, we will be holding our Open Evening, when primary school children and their parents are invited to look around our school. As usual, we are planning to have displays and demonstrations, together with tours of the school during the evening and we would very much appreciate help from our students.

We would like your son or daughter to work as tour guides for prospective parents and children. If you are able to give your consent, please complete the permission form by clicking on this link:

[Permission Form Link](#)

Please note that on Wednesday 29th September, lessons will end at 12.30pm for all students to allow time to set up for the evening. As such, students wishing to purchase food on this day should do so during break 1. School buses and taxis have been informed of the new closure time.

Students participating in the evening will need to be in school in full uniform by 4.30pm and the evening will end at 8.00pm. Please accept my thanks in advance for supporting this event. Please also bear in mind that large numbers of visitors will be leaving the school site at this time.

Please encourage your son or daughter to attend. The experience will boost their confidence and I am sure they will find it enjoyable as well as memorable. If they are able to attend, please complete the consent form by **Friday 24th September**. All students who participate will be issued 5 Achievement points.

Thank you in anticipation of your support.

Yours sincerely

A handwritten signature in black ink, appearing to be 'S Baker', written in a cursive style.

Mr S Baker
Headteacher