



Monday 4th September 2023

Dear Parent/Carer

Early Closure on Thursday 14th September 2023 and Late Start on Friday 15th September 2023

On **Thursday 14th September 2023**, the school will be holding its annual **Open Evening** for parents of children hoping to join the school in September 2024. Parents, with their children, will be able to tour the school to view and take part in the demonstrations and displays in faculty areas from 5pm. Consequently, there will be changes to the school routine in preparing for the evening and tidying up the following day.

On **Thursday 14th September 2023**, school will **finish at 12.30pm**. Students will finish Period 3 at 12.30pm and then attend registration with their form tutor. Both Platinum Coach Hire and Apple Coaches will collect at this time. All students, unless officially helping staff prepare for the evening, should have left the premises by 1.00pm. Please advise us in writing in advance if you are unable to make arrangements for your child, and if they need to remain at school and be supervised until 3pm.

Many students will be invited back on the evening by staff to help act as School Ambassadors, or to help in subject areas; we are delighted that so many of our students always volunteer to do so. We would ask that you ensure that if your child is asked to return in the evening, that they are smartly dressed in school uniform. If your child is helping we will send details of this via Edulink shortly.

In order to prepare all the classrooms and spaces for lessons the next day, we will be starting school later in the morning on **Friday 15th September 2023**. Students should **arrive for registration at 9.40am**. Both Platinum Coach Hire and Apple Coaches will make a later run on the Friday morning, with pick up times advised by the drivers earlier in the week (published on the school's website).

The Open Evening is a very important date in the school's year and we look forward to seeing our Student Ambassadors and staff proudly present their school on this evening.

Yours sincerely,



Mr D Edwards
Headteacher