

To Parents/Carers of Year 8 Pupils

13th September 2022

Dear Parent/Carer,

Open Evening Thursday 15th September

Pupils in Year 8 are invited to support the school's Open Evening event by acting as tour guides to groups of visitors.

This is a very important role as the pupils will be ambassadors of the school. We find that children are the best-placed people to speak honestly about their experience at school and their views are highly regarded by visitors. Therefore, we need pupils who will display a mature and polite attitude to visiting parents/carers and their children.

Pupils will need to be in the school building and report to Mr Owen, Deputy Headteacher, at 5.30pm in the Chapel. Where possible, we ask that pupils leave school as usual and return at 5.30pm, but where this is not possible, we will be able to accommodate your child at school.

The Open Evening will finish at 8.15pm and pupils will be dismissed from school at this time. If you wish to collect your child, please collect them from the pedestrian entrance. Please make it clear whether your child is making their own way home or are being collected when completing the form on ParentPay.

All our pupil helpers will need to be in full school uniform and will need to bring a bottle of water and a snack with them.

Please complete the permission slip on ParentPay to indicate whether your child is able to support the Open Event, whether they will need to remain at school between the end of the day and the start of the event and whether they will make their own way home or be collected.

If your child is a music scholar, and you have received a letter from Mr Wells, they will be required to report to room 1.25 at 5:30pm as they will be performing for our visitors.

Yours sincerely,

Lucy Bush
Deputy Headteacher