



Thursday 13th September 2018

OPEN EVENING – THURSDAY 20TH SEPTEMBER

Dear Parents and Carers,

On Thursday 20th September we will be holding our Autumn Open Evening, which is an event primarily aimed at Year 5 and 6 Students that might be interested in joining St Edward's. This means that the school will close at 1.30pm on Thursday 20th September. I would be grateful if you could support us in a number of ways:

1. The school day will finish at 1.30pm to allow us to prepare the school. All students will be free to leave at this point, but if for any reason this is difficult, students are welcome to stay until 3.15pm. The Freedom Coach will be coming at its normal time for any students who are not able to find alternative transport home. **Please sign the diary to give permission for the early finish.**
2. With school closing at 1.30 we will not be offering a full lunchtime service. There will however be a limited range of baguettes and paninis. **These will need to be ordered at break time and will then be available to collect at 1.30pm.**
3. Many students will be returning in the evening to help in subject areas or to act as guides. **It is important that all students attending come to school in full school uniform or smart dress for Year 12/13.**
4. Students who are helping should arrive by 5pm and go straight to the area in which they will be based, guides please report to the Hall.
5. Car parking on this evening is always extremely difficult, so I would be grateful if parents/carers who are dropping students off use the lay-bys on Dale Valley Road. Please help us by being considerate to our neighbours.
6. We are promoting the event through our Facebook and Twitter accounts. If you use social media we would be grateful if you could share these posts so that the evening is as widely publicised as possible.

Thank you in anticipation of your support for this event.

Yours sincerely,

Mr M Antram
Headteacher