



Our ref: PJO/SLA/0519

May 2019

Dear Parent/Carer

Re: Prospective Parents' Evenings

We will be holding our Prospective Parents' Evenings on **Thursday 20 June and Tuesday 25 June**. In order to enable staff to finalise their preparations, the school will close at lunchtime on Thursday 20 June.

Periods **1 to 4** will take place as normal that day.

The timetable will be as follows:

8:55am	-	9:55am	Period 1
10:00am	-	11:00am	Period 2
11:00am	-	11:15am	Break
11:20am	-	12:20pm	Period 3
12:25pm	-	1:25pm	Period 4

1:25pm Close

Teachers will spend the afternoon preparing for the evening. Students may go home. Any child who is unable to get home safely and without inconvenience to their parents will be allowed to remain in school until 3:30pm, when the normal school bus will be available.

If you would like your daughter or son to remain in school under supervision until 3:30pm please let us know by completing the reply slip below.

Please note Tuesday 25 June will be a normal school day.

Yours sincerely

Siobhan Evans
Principal

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Please return to Mrs Pountney by 14 June 2019

Re: Prospective Parents' Evening

Student Name: _____ Form: _____

My son/daughter will remain in school on the afternoon of Thursday 20 June

Signed: _____ Parent/Carer



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