

Dear parent or carer

Re: The UCL Academy Opening Ceremony – Tuesday 19 March


We wrote to you recently to advise that students would be leaving the Academy at 12:00pm on Tuesday 19th March 2013 as the formal opening ceremony of the Academy would be taking place that afternoon. We also said that some students would be required to stay to be part of the opening ceremony events.

I am pleased to say that your son/daughter has been selected to participate. They will be briefed by staff as to their role during this week and on Monday 18th. If you are happy for them to participate would you please indicate that you are happy for them to stay until 1500 by completing and returning the slip below. They will then be dismissed as usual through the Harley Road Entrance.

Additional note: Students who are in the Senate or in the Academy choir will be required to stay until 1530. They will be dismissed through the main Academy entrance.

If you have any additional enquiries could you please contact the Academy by phone or email direct. Thank you for your support and we are sure that your son/daughter will enjoy this very special occasion.

Yours sincerely,



Mr Street
Vice-Principal

The UCL Academy Opening Ceremony – Tuesday 19 March

I, _____ (parent/guardian name) give my son/daughter, _____ (student's name), _____ (learning set) permission to attend the Opening Ceremony on 19 March from 12.00pm to 3.00pm (3.30pm for senate and choir).

Signed _____ (parent/guardian)