

Presdales School
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Headteacher: Mr M Warren

27 September 2017

Dear Parents/Carers

Our Secondary Transfer Open Evening will be taking place this year on Thursday 12 October from 5.30 - 8.30pm. As in previous years, in order to prepare the school appropriately, school will close at 12.45pm. We ask that all students who are helping return to school by 5.00pm. Please be aware that we are not able to provide supervision between 12.45pm–5.00pm.

This is one of the most important events on our school calendar and we rely on the support of all members of our school community to ensure its success. Students in Years 8, 9, 10 and 11 will be tour guides and students in Year 7 will be assisting in departments.

We really appreciate your daughter's help. Parents and prospective students always comment on how helpful it has been to be guided by the girls themselves as they show them round and answer questions from the student's point of view. We are grateful for your willingness to support this evening in making the necessary arrangements for your daughter to get to school and home again. Guides will be supervised and we will be providing refreshments. Our Sixth Form prefects will also be on hand to entertain them in any quiet moments!

Open evening is always busy and managing the traffic flow can be challenging. It would therefore be helpful if you could drop your daughter off outside the school gates rather than in the turning circle on this occasion. Your daughter will then come into the school by the back staircase to the mansion. Guides will have finished and be ready to be collected at 8.30pm.

Please could you complete the slip below giving permission for your daughter to help on this evening and return it to your daughter's form tutor. Finally, I would like to remind you that Friday 13 October is an Inset day and school is closed to all students.

Yours sincerely

Mrs Sara Miller
Deputy Head Pastoral

Please return to your daughter's form tutor

I give permission for my daughter _____ Form _____
to help on Secondary Transfer Open Evening on Thursday 12 October 2017

Signature of Parent/Carer _____

