



September 2022

Dear Parent/Carer

Open Evening Arrangements: Thursday 6 October 2022

On Thursday evening, 6 October, Ashlyns will be welcoming parents of prospective students and their children. As is customary, extensive exhibitions and a wide range of activities will be on display.

The majority of our current students will usually choose to be involved during the evening, so that it can be as useful and informative as possible for the several hundred guests expected.

School will close to students at 12.30pm on Thursday 6 October to allow students a break before returning later in the afternoon as follows:

- Students in Years 7, 8 and 9 should report to the Dining Room by 5.15pm; they will be able to leave at approximately 7.30pm.
- Students in Years 10, 11, 12 and 13 should report to the Dining Room by 6.00pm; they should be able to leave by approximately 8.30pm.

Some students in Years 10 to 13 may be asked by individual subject areas or staff to assist in departments, in which case their start time may differ from above; this will be communicated to your child directly.

We are asking students to support their school on this special occasion and know they will be a credit to Ashlyns. The vast majority of students will be acting as guides, escorting or directing groups of visitors around the school; some students will be helping in faculties or the LRC, others will be performing in the orchestra.

My colleagues and I are very appreciative of the time and effort given by students in making this important school event a success. Thank you too for your support, especially in delivering and collecting them to or from the school. Please respect the car parking arrangements in force and leave the drives, perimeter roads and front of school clear of parked vehicles, in case of emergencies; students should be dropped off at the semi-circle at the front gates. We will update you about drop-off and collection arrangements nearer the day. Please complete the online form, giving your consent for your child to take part, by Thursday 29 September, after which the form will close. You can access the form via this link: [Open Evening Consent Form](#).

Unfortunately, for safeguarding reasons, **we are not able to allow students to take part if we do not have a completed consent form.**

Please note that if you have more than one child volunteering, you will need to complete the form separately for each child.

School will be closed for INSET day on Friday 7 October, reopening for registration as normal on Monday 10 October.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Shapland', written in a cursive style.

James Shapland
Headteacher

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