

10 September 2018

Dear Parents

I am writing to inform you that on Monday 17 September we have an Open Evening for prospective new pupils and their parents. To enable the school to prepare exhibitions and displays, there will be no lessons on Monday afternoon. Leave of absence will be from 1.30pm. A snack service will be available in the Dining Hall until 2.00pm.

The following buses will leave school at 1.50pm

- Ashwood Travel (01, 02A, 02B, 02C)
- Neales (656, 657, 658, 659)
- Countrywide Coaches (901)
- Premier Cars
- Tiger Taxis
- Yellow Cars

The following bus will leave at 3.30pm

- Red Eagle (654)

The following buses will leave at normal time

- Arriva (348)
- Red Line (655)
- Carousel (BB18)

If pupils are staying at school in order to assist in departmental displays, they can do private study in the Dining Hall. They will also be provided with sausage, beans and chips as a small thank you for their help. The meal should be ordered via the Head of the Department they are assisting.

Yours faithfully

**A R Wallace**  
Deputy Headmaster