

13/09/2019

Dear Parent

## Year 8 Runners

Each academic year students from Year 8 will act as a runner for one school morning or afternoon. The students are used for a number of administrative tasks, principally helping the School Office pass messages on to boys, delivering kit or equipment, assisting in departments and a myriad of other helpful tasks.

The boys take a huge amount of pride in both being helpful and acting as ambassadors for the School when they may assist with showing around our visitors and guests.

The boys will be out of lessons for either the first or last four periods of the day on one school day only. They will have their break and lunch as per the normal school day.

Acting as a runner is a great opportunity for our Year 8's to build their awareness of the school environment and to take an active role in the running of a typical school day.

Boys will begin acting as runners from today Monday, 16<sup>th</sup> September. If you have any concerns or do not wish your son to participate, please email me at <u>tmf@rgshw.com</u>.

Yours faithfully,

Tim Fossey Head of Year 8

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