



The Crossley Heath School

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11 June 2018

Dear Parent/Guardian

Re: OPEN EVENING TUESDAY 26 JUNE 2018

For our forthcoming Open Evening on Tuesday 26 June, it is customary for us to have volunteer students from our new year 7's to act as guides to the parents and students visiting us. It is helpful, particularly to the young students visiting, to talk to someone close to their age about the school. We need as many volunteers as possible because, as you are aware, we are exceptionally busy at this particular event.

We plan to keep the Open Evening as short as possible and it will last just three hours – 5pm to 8pm. It is likely to be busy and intense so we are asking students to be with us for as much of those three hours as possible. If they are not able to do the full three hours due to other commitments, then we fully understand, but would ask them to do whatever they can to help us. It will be a tiring event for all concerned but on a positive note it is an INSET Day the next day, Wednesday 27 June.

I also take this opportunity to remind you that school closes at 2.20 pm on Tuesday 26 June in order for preparations to be completed for the Open Evening. This also includes the library. School buses have been informed.

This is an exciting opportunity for year 7 students and I would be most grateful if you will encourage your son/daughter to take part. We rely on students for the smooth running of such an important event. Merits will be awarded for those who do take part and a Privilege Day granted to the form with the most student volunteers.

Please complete the form below and return it to the form tutor as soon as possible. Should you have any queries at all please do contact me.

Yours sincerely

DEBBIE GALLIMORE
Executive Leader

PLEASE RETURN THIS SLIP TO THE FORM TUTOR

NAME OF STUDENT.....FORM.....

I agree to my son/daughter volunteering for the Open Evening on Tuesday 26 June 2018.

Signed Date

An "Outstanding" School – Ofsted

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