



# Hazelwick School

An Academy

Headteacher: Ms A Fearon BA (Hons) MA NPQH

Chair of Governors: Mr L Clark

September 2023

Dear Parent/Carer

## Important Information for Parents/Carers

### Early Finish to the Day – Thursday 14 September 2023

On Thursday 14 September, the school is holding an Open Evening for parents/carers and children from our locality primary schools and from other primary schools in the area. This requires a considerable amount of work, including the preparation of the site, the reorganisation of classrooms, the setting out of materials and the briefing of large numbers of staff and students who will be taking part.

Accordingly, we will be finishing school after lesson 3 at 12.20pm. I hope that this does not cause undue inconvenience to you. It will be possible for students to remain on the school site, under supervision, until 3.00pm. If this is your wish, please let us know using the tear-off reply slip below. Please note that those children with an entitlement to a free school meal will be able to use the school canteen at 12.20pm before departing home.

It may be that your son/daughter will be asked to help with the evening. It is important that prospective parents/carers and their children have an opportunity to talk to current students of the school. I envisage that those students taking part will need to be in school from approximately 3.30pm to 8.15pm. Those students involved will be bringing home a separate letter seeking confirmation of your approval for their involvement in the Open Evening.

Yours faithfully

Ms A Fearon  
Headteacher

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**To be returned to your son's/daughter's Form Teacher by Friday 8 September only if you wish your child to remain in school during the afternoon**

Student's name: ..... Form: .....

I would like my son/daughter to remain at school, under supervision, until 3.00pm on Thursday 14 September 2023.

Signed: ..... Date: .....

(Parent/Carer)