

September 2021

Dear Parents/Carers

Open Evening – Thursday 30th September 2021

As part of the transfer process for Year 6 students the school will be holding its Open Evening on **Thursday 30th September 2021**.

The demands of preparing for this evening are considerable in terms of staff and student time and building use. In order to facilitate this the school will be closing at **1.15pm** on **30th September 2021** with school coaches and minibuses leaving at 1.25pm.

Those students who are entitled to Free School Meals will be able to collect a packed lunch from the Restaurant before they leave at 1.15pm.

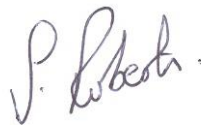
For those students for whom it would present difficulties to get home at this time, provision will be made to support them in the library in an extended homework club. Please contact Mrs Tonkin, Attendance Officer if you wish your child to remain in school by **Wednesday 22nd September 2021**. You can do this by email or telephone:

- Email: attendance@wgswitney.org.uk (For the attention of Mrs Tonkin, Attendance Officer)
- Telephone: 01993 702355, option 1

Yours sincerely



Mr RW Shadbolt
Headteacher



Mr S Roberts
Transition Lead