

**PREFECTS | PEER MENTORS**

8 September 2022

Dear Parent/Carer

**Prefect & Peer Mentor Volunteering at Open Evening – 22 September**

As part of their duties, your child has been asked to help at the upcoming Open Evening which takes place on Thursday, 22 September from 4.30pm until 9.00pm. (please note that on this date school will be closed during the day due to INSET)

We are asking prefects/peer mentors to arrive in school for 3.00pm and go to the Assembly Hall so they may listen to the Principal's rehearsal speech and attend a briefing ahead of the event's start.

All pupils who have volunteered must be in **full school uniform**. Pupils not wearing the appropriate attire will not be able to participate in the evening's proceedings. We advise pupils who are volunteering to bring a packed meal with them, although light refreshments will be available.

May we ask that you please make arrangements for your child to be collected from school at 9.00pm in order to ensure their safe passage home. Please complete the reply slip below and ask your child to return it to Mrs Ham (Year 11) or Mrs Bailey (Year 10) by Friday, 16 September.

We are especially pleased that your child has offered to support the school at our Open Evening and I am confident that they will prove to be an excellent ambassador for Penwortham Priory Academy.

Yours faithfully



**Mrs K Ham**  
**Head of Year 11**



**Mrs Bailey**  
**Head of Year 10**

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**PREFECT/PEER MENTOR VOLUNTEERING AT OPEN EVENING** (Return to Mrs Ham/Mrs Bailey)

I acknowledge receipt of the letter regarding my child \_\_\_\_\_ participating at the Open Evening on Thursday, 22 September, and give my permission for them to take part from 3.00pm.

I will ensure their safe passage from school by collecting them at 9pm or arranging another form of transport home that I am happy with.

Signed (parent) \_\_\_\_\_ Print Name \_\_\_\_\_

Date \_\_\_\_\_

