



20th September 2019

Dear Parent

Open Evening: Wednesday 2nd October – Early Closure

Wednesday 2nd October is the date of this year's Open Evening, when we invite prospective pupils and their parents to come into school to see what we offer and to ask us questions about the progress we've been making, so that they are well informed when choosing their high school destinations. It is a major event on any school calendar and requires an amount of extra work from staff and students alike. In order to facilitate this we will be operating an early closure on that day, so that staff in the school can complete the necessary preparations and, equally importantly, the many student volunteers can take a break before heading back in at 4.45pm for over three hours of representing and showcasing the school (the event finished at 8pm).

We intend to finish at **12.30pm** on that Wednesday, the same time as we would at the end of term. Regarding buses and transportation this worked well throughout last year, but if you think there will be a difficulty in your child getting home at that time because of a limited bus service, get in touch and we will make the necessary arrangements. Also, if you need your child to stay in school for the full duration of a normal school day, let us know and we can supervise them until 3pm. We will operate a truncated lunch period with a reduced menu on the day, from 12.05pm to 12.25pm, when sandwiches and snack lunch items will be available. At 12.25pm they will then go to their tutors for their final registration of the day.

If your child would like to volunteer to help, a separate permission letter will be coming home. Younger students will be helping in subjects and older students will act as guides – they are the best ambassadors of the school after all. We will also need a handful of volunteers to be car park attendants.

If you have any questions or require any further information please do not hesitate to email via enquiries@whs.lancs.sch.uk

Yours sincerely,

Mr S Barnard

Head of School