



Tomlinscote School

18th September 2023

Dear Parents and Carers,

Tomlinscote's Year 6 Open Evening – 28th September 2023

On Thursday 28th September 2023, Tomlinscote School has its Year 6 Open Evening. Mr Taylor will be speaking to students in the House Assemblies this week, asking if anyone would be able to represent the school during the evening as either a student tour guide (Years 7, 8 & 9) or assist in subject departments (Years 10 & 11).

Student helpers will need to be at school for 5pm. The last presentation finishes at 8pm but some students will be ready to leave the site from 7.15pm. Due to the fluid nature of the evening, we are asking that students bring their mobile phones with them so that they can get in touch with parents when they are ready to leave the site. If a student does not have a mobile phone, they will be able to contact you using their iPad (Year 8 and 9) or the school phone (Year 7). All students should have left the site by 8.15pm.

All student helpers must sign in and out at the Bee Hive. We understand some students might make their own way home, others might meet parents/carers at the front or back gate (Felbridge Close) and some parents/carers might wish to collect their children from a member of staff in the Bee Hive. We would like you to confirm this with your child and if they are being collected, you will need to come into the school and meet them in the Bee Hive.

If your child is leaving via the back gate, please be aware that it will be very dark, so a phone torch will be extremely helpful. Year 7 students will have only been here for a few weeks; if they cannot find you please tell them to return to the gate and seek assistance from a member of staff who will be wearing high-visibility jackets.

As parents/carers that might have attended one of these evenings previously, you will appreciate that parking is extremely difficult so it would be preferable for you to avoid coming down Tomlinscote Way at drop-off and pick-up as it is likely you will get stuck for some time.

If your child would like to represent the school, then please can you click on the link below to authorise your child's attendance and indicate how they will get home.

<https://forms.gle/7docmVL2E97uJagZ6>

Students will also require a bite to eat before coming to school and must wear their normal school uniform; Year 8 & 9 students should bring their iPad. We will provide some light refreshments and they will need their own water bottle.

The KS3 students that would like to participate as a tour guide will have some training in the lead up to the event and will be allocated a tour route to lead. All Year 7 students will be paired with a Year 8 or 9 student when taking Year 6 students and their parents/carers around the school.

I hope that your child can support the school community because I would like Year 6 students and parents/carers to see our great ambassadors.

Yours sincerely,

Mr Major
Principal