



# Winchmore School

learning to realise potential

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Headteacher: Jim Owen

Our Ref: early finish 2023/o/admin/prospective parents evening

12 September 2023

Dear Parents and Carers

## Prospective Year 7 Parents' and Carers' Open Evening Wednesday 27 September

In order to allow staff to prepare for our prospective Year 7 Parents' and Carers' Evening, school will finish early on Wednesday, 27 September, at 1.20pm. The school restaurant will only be open at break time to all students on this day. Students who receive a free school meal will be able to collect a packed lunch at that time.

All after-school activities, including homework clubs, will not take place on this day. However, your child will be able to remain in school in a supervised study room, until the end of the normal school day at 3.00pm. If you wish your child to use the supervised study room please contact the school office in advance, in order for us to know how many students to expect.

In addition, it will be necessary for the school to have a late start on Thursday, 28 September, to allow for clearing up after our Open Evening. Pupils should be in school by 9.20am for the beginning of lesson 2 which starts promptly at 9.30am.

If you are planning to attend our Open Evening, please be aware that we are operating an online booking system which includes 4 half hour sessions from 6.00pm to 8.00pm as shown below:

Session 1	6.00pm – 6.30pm
Session 2	6.30pm – 7.00pm
Session 3	7.00pm – 7.30pm
Session 4	7.30pm – 8.00pm

Each session will start with a presentation by Mr Owen, the Headteacher, followed by a tour of the school.

To book a session please click on the following link

<https://forms.gle/Vw9KwMpuBi1uKefVA>

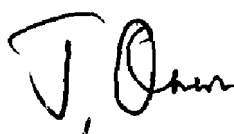
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As you are aware the front entrance to the school is in a cul-de-sac (Laburnum Grove) and parking is extremely limited. It will be difficult to park in the immediate vicinity of the school and we ask that, if possible, you walk, or, if you need to drive, you park further away from the school. There will be very limited parking on site which is accessed from Highfield Road. However, please do not rely on parking on site, as spaces will be filled quickly on a first come, first served basis. There is a public car park close to the school in Farm Road. By using this car park you will be helping our neighbours and yourselves. If you do park in the roads close to the school, please ensure you do not park across residents' driveways as your car is likely to be towed away.

As always thank you for your continued support.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J. Owen', written in a cursive style.

Mr J Owen  
Headteacher