



Winchmore School

learning to realise potential

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Headteacher: Jim Owen

Our Ref: open evening early finish 2026/s/a/comm home

11 September 2026

Dear Parents and Carers,

Open Evening Arrangements: Wednesday 23 September 2026

On Wednesday 23 September, Winchmore School will be welcoming parents of prospective students and their children to our Open Evening.

In order to allow staff to prepare for our Open Evening, please note the following schedule:

- **Wednesday, 23 September: School will finish 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.
 - ❖ If your child needs to stay at school until 3:00pm there will be a supervised study room available. Please inform the school office to arrange for them to be in the supervised study room.
- **Thursday, 24 September: All students to be in school by 10.40am and go straight to form room for tutor time.**
 - ❖ Students should be in school for 10.40am and must go straight to their tutor room for registration and tutor time at 10.50am.

If you are planning to attend our Open Evening, please be aware that we are operating an online booking system which includes four 40 minute sessions from 5.30pm to 8.10pm as shown below:

Session 1	5.30pm - 6.10pm
Session 2	6.10pm - 6.50pm
Session 3	6.50pm - 7.30pm
Session 4	7.30pm - 8.10pm

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

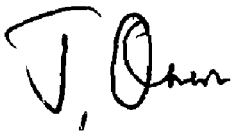
If you wish to book a session please click on the following link:

<https://forms.gle/18vC26rrWiENjL2a7>

As you are aware the front entrance to the school is in a cul-de-sac (Laburnum Grove) and you will be unable to park in Laburnum Grove. A very small number of on-site parking spaces can be accessed via Highfield Road, but please do not rely on these as they will fill up quickly on a first-come, first-served basis. If you do need to drive, we ask that you be considerate of our neighbours and use the local car park on Farm Road.

As always thank you for your continued support.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J. Owen'.

Mr J Owen
Headteacher