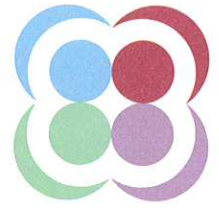


6 September 2018



**THE BUSHEY
ACADEMY**

Proud to belong

Dear Parent/Carer

**Open Evening for Prospective Parents and Students
Early Closure: Tuesday 18 September 2018
Late start: Wednesday 19 September 2018**

On **Tuesday 18 September**, we will be holding our Open Evening when we will be welcoming prospective students and their parents to the academy, from 5.30pm to 8.30pm.

To enable staff to prepare for the evening, the academy will close early to students on that day. Students will be dismissed at 12.25pm at the end of lesson 4. School buses for students with free transport to school will be organised to depart at this time. We ask that parents make appropriate arrangements to accommodate this early finish.

On **Wednesday 19 September**, school will start later for students, with **Tutor Time at 9.20am**, followed by lesson 2 at 9.35am as normal. This is to enable staff to put classrooms back in order, ready for teaching. Once again, school buses for those students with free transport will be organised to arrive at the slightly later time.

If your child is invited to help with Open Evening, please ensure that you receive a letter and return the permission slip. Students helping must be in full school uniform (or academy PE kit if involved with sports) and must return to the academy punctually at 4.30pm for briefing. Students will be able to leave at 8.00pm and we ask that you make the necessary arrangements for your child to return home safely.

If you require any further information in relation to these arrangements, please contact Mr Bilton, Vice Principal, abilton@thebusheyacademy.org.

Thank you for your continued support.

Yours sincerely

Jon Hebblethwaite
Principal

Winner 'Building Futures Design Excellence' Award 2013 • Winner 'ICT Facility' Award 2013 • Commended 'Outstanding Academy' Award 2013

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