

30th October 2017

Dear Parents



Hollygirt

SCHOOL

Open Morning – Saturday 11th November 2017

We are holding our next Open Morning on Saturday 11th November to welcome prospective parents and their children to look around our lovely school.

The Autumn Term Open Morning is one of our main recruitment events and we like to show off not just our buildings, classrooms and teachers but also our fabulous pupils. We know they are our best advert!

The senior school likes to have pupil helpers to showcase the departments' work and to help to talk to the visitors as they look around.

_____ has been requested to help out in the _____ department for the morning.

Please note that any department based in the main building requires pupils from **9.20am** and they will be free to leave at **11.30am**. Departments based in the White House requires pupils from **9.45am** and they will be free to leave at **12.00pm**.

Please return the completed slip to the relevant Head of Department by Monday 6th November 2017.

Yours sincerely,

Mrs P Hutley
Headmistress



Hollygirt

SCHOOL

Open Morning Saturday 11th November

Name of Helper: _____ Year Group _____

Name of Department that has requested their help : _____

My son / daughter will / will not be able to help on Open Morning on Saturday 11th November 2017.

If they are able to help, please tick one of the following:

He / She is available to help in the main building and will arrive at school at 9.20am and be collected at 11.30am

He / She is available to help in the White House and will arrive at school at 9.45am and be collected at 12.00pm

Signed: _____

Date: _____

Please return to the relevant Departmental Head by Monday 6th November 2017