



The Manor
PREPARATORY SCHOOL

17 September 2010

Dear Parents

**Open Morning Saturday 9 October, 10:00am - 12:30pm
Y2-Y6**

As you know from the school calendar, this year's Open Morning takes place on Saturday 9 October. We are looking forward to all of the children from Year 2 to Year 6 coming to school that morning and being involved in a range of activities. We would also like some of the girls in Year 6 to act as guides for part of the morning.

Next week the staff will be working out a busy programme of sport, music, art and other activities, so that each child is involved. It is important that we know if any children are unable to attend Open Morning so that we can produce accurate lists for the different activities. Please can **all parents** complete the attached reply slip (one for each child if you have siblings in Years 2-6 at the school) indicating if your child will be able to attend Open Morning or not and return to their form teacher(s) by **Monday 20th September**.

It is hoped that parents will stay for the morning but if you have to go please ensure that you have handed the responsibility of your child to another parent. We will send more information about the arrangements for Open Morning nearer the time. In order for us to feel confident that all of the children will be supervised safely throughout the morning we will include a reply slip for you to indicate the name of the responsible adult who will be looking after your child during the morning.

There will be refreshments available for everyone - children, parents, other visitors and staff - throughout the morning in the Dining Room.

Nursery-Y1

For Nursery, Reception and Y1 children and their parents, the event is entirely voluntary.

The staff at The Manor greatly appreciate the pupils' and parents' involvement on this occasion and would like to thank you for your support. I look forward to seeing you there.

Yours sincerely

Piers Heyworth
Headmaster

Please return to your child's **Form Teacher** by **MONDAY 20th SEPTEMBER**

Name of child :Form:

Please tick the appropriate boxes

My child is able to attend Open Morning on Saturday 9th October

My child is unable to attend Open Morning.

Signed: