

Cardinal Pole Catholic School

205 Morning Lane, London E9 6LG
P 020 8985 5150 www.cardinalpole.co.uk

19th September 2013

Dear Parent / Carer,

Open Evening – Monday 23rd September London Open House - Saturday 21st September 2013

Your child has been selected to act as a guide or to take part in activities and displays of work during Open Evening on Monday 23rd September 2013. This is the occasion when parents of primary school students about to transfer to secondary school will visit Cardinal Pole School. It is particularly important that all students taking part in this occasion are smartly dressed in full school uniform. Sixth Form students should be dressed in their black and white dress code.

All students should arrive at school at 4.00pm and will be dismissed at 7pm. With the arrival of darker evenings, it would be advisable for students to go home with other students upon dismissal.

I hope that it will be possible for your child to participate in this important event. Please complete the slip below and return it to me. This is a great honour and we are confident that your child will be an excellent ambassador for the school.

In addition, the school is open for London Open House on Saturday 21st September 2013 from 10am to 3pm. If your child is interested in what will be a very exciting occasion, please confirm in your reply slip.

Yours faithfully,

C.A. Laws

Mrs C Laws
Deputy Headteacher

Reply Slip – Open Evening & London Open House 2013 **Please return to the main office by Friday 20th September 2012**

Name of student:

Form:

I have received the letter about Open Evening and London Open House

My child is **able** to attend: **1. Open Evening** **2. London Open House** **3. Both**

My child is **unable** to attend **1. Open Evening** **2. London Open House** **3. Both**

Please Circle where appropriate.

Signed _____

Date: _____

Headteacher: Ms J Heffernan



CARDINAL
POLE