



Aspire & Achieve Together

Holcombe, Maidstone Road, Chatham, Kent, ME4 6JB | www.holcombegrammar.org.uk

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Principal: Mrs J. Diaz BSc (Hons) NPQH

22nd September 2017

Dear Parent/Carer,

Holcombe Grammar School will be holding an Open Morning on **Saturday 7th October 2017** for prospective new students, and their families, who wish to join our school in September 2018. This is a very important occasion for all at Holcombe, and an opportunity to showcase the work of our dedicated teachers, committed support staff and enthusiastic and motivated students.

We expect all students to attend school to support this event. **All students are expected to attend school by 8.30am on Saturday 7th October and will be released from 1.15pm onwards.** Students should attend in full school uniform and will need their usual daily equipment (school planners, reward cards, writing equipment). Some students may be asked to ensure they have subject specific equipment and they will be advised of this in due course.

Students will perform a range of roles on **Saturday 7th October**. Many will be involved as guides, showing potential students and their families around the school campus. Others will be asked to share their school work or to take part in display lessons. We are very confident that our students will enjoy sharing their thoughts on our school and will use the opportunity to be positive, enthusiastic and open about their schooling. I am sure that our visitors will leave with a clear sense and understanding of why we are so proud of our Holcombe Grammar School students.

As a 'thank you' to students and staff for their support and time during our Open Morning, the school will be closed on Friday 1st December 2017. Students will not be required to attend school on Friday 1st December and will, hopefully, enjoy this day as a reward for their support on our Open Morning.

Should you have any queries or questions, please contact the relevant Head of Year in the first instance.

Yours sincerely,

Ms J. Diaz

Principal

Please return this section to your son/daughter's Form Tutor by Friday 29th September 2017

Name of student _____ Form _____

I confirm receipt of the letter, dated 22nd September 2017, regarding the Open Morning on Saturday 7th October.

I understand that my son/daughter is required to attend school between 8.30am and 1.15pm in full school uniform.

I understand that Holcombe Grammar School will be closed on Friday 1st December and that pupils should not attend school on that day.

Parent/Carer Name: _____

Parent/Carer Signature: _____

Date: _____