



Malbank School & Sixth Form College

Rejoice in being the best that we can be.

Early closure for Open Evening (Thursday 25th September) - letter dated 16/9/25

Dear Parents/Carers,

It is time once again for us to host our annual Open Evening for prospective year 7 parents and this year it falls on **Thursday 25th September**. As you are probably aware, a number of our students help us prepare for the evening and on the night itself act as guides and ambassadors within subject areas. To facilitate this and to allow our cleaning team the necessary time to prepare the site for such an important event, normal school will finish at **1.35pm** which is at the end of period 4. Students taking part can then either remain on site to help or go home for a break before returning at 4:45pm for the Open Evening which begins at 5.00pm.

Students not involved are invited to leave at 1.35pm on that day, however if they cannot get home, they are free to remain in school until 3.15pm.

As we will be allowing students to leave at the start of lunch, we are conscious that this means we need to ensure we still provide food for students entitled to free school meals. Could I ask that if your child is entitled to a free school meal and wishes to order a packed lunch to take home on the day (available for collection at break time) please contact Louise Cracknell at lcc@malbank.cheshire.sch.uk to request one.

Individual transport arrangements (for instance bespoke taxis) and the following list of buses can pick up at the earlier time of 1:35:

- Mikro Route 84
- Mikro Route 1
- Mikro Route 2
- Mikro 871

As is the case annually for this event, buses not listed above such as the D&G and Stagecoach services have not been able to confirm a 1:35pm collection and as such will still arrive at their usual time. As previously stated, students are free to stay on site with us until 3.15pm or may wish to make alternative arrangements to get home.

Many thanks in advance for your support and I apologise for any inconvenience the early closure may cause.

Yours,

Mr J Harrison
Headteacher
Malbank School and Sixth Form

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