



# Malbank School and Sixth Form College



*Rejoice in being the best that we can be*

**RE: Early closure for Open Evening – 21/9/22**

Dear Parents/Carers,

At this time of year, we have our annual Open Evening for prospective year 7 parents and this year it is on Thursday 29<sup>th</sup> September. As you are probably aware, a significant number of our students help us prepare 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 2.00pm. Students taking part can then either remain on site to help or go home to eat before returning at 5pm for the Open Evening.

Students not involved may either remain in school until 3.00pm whereby we will look after them or leave at 2.00pm on that day. Transport arrangements have been altered where possible and the following list of buses can pick up at the earlier time of 2.00pm:

- Route 84
- Route 1
- Route 2

All buses not listed above have not been able to confirm a 2.00pm collection and as such will still arrive at 3.00pm. As previously stated, students are free to stay on site with us until 3.00pm 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