

Friday, 7 March 2025

Ref: DS/HW

Dear Parent/Carer

This year's Open Evening has been arranged for Wednesday 2 April 2025 from 4.30 pm to 7.30 pm. On arrival, you will be given your child's Report and during the course of the evening you will have the opportunity to discuss their progress with the teaching and learning support staff.

To ensure that all parents will have an equal opportunity to speak to staff, meetings will be limited to 15 minutes. The residential care staff team will also be present on the evening.

We realise it is difficult for some parents to attend due to the distance, timing, or personal commitments. If you are unable to attend we will ensure that you receive the monitoring card, together with any other literature you require for your child.

Please complete the attached reply slip and return it to the school office as soon as possible.

In order to ensure that the evening runs smoothly we would appreciate it if you could also give an indication of the time you would expect to arrive at school.

Best Wishes



Mr D Swanston  
Headteacher

I / We will / Will not be attending the Open evening on Wednesday 2nd April from 4.30pm – 7.30pm.

Signed: \_\_\_\_\_

Please print pupil's name \_\_\_\_\_

We would hope to arrive at St Vincent's at approximately \_\_\_\_\_