



# BORDEN GRAMMAR SCHOOL

Borden Grammar School  
Avenue of Remembrance  
Sittingbourne  
ME10 4DB

20 September 2022

Dear Parents,

As 11+ Kent Tests are now held in September, we are holding an Open Evening for Year 6 pupils and their parents on Wednesday 5 October. This will enable pupils to see the school and for us to talk to their parents.

In order to prepare for the arrival of so many visitors, **we will end the school day on Wednesday 5 October at 2.00pm**. School buses will arrive earlier around 2.15pm. If you wish your son to be supervised in school between 2.00pm and 3.15pm, please email to inform me by Friday 30 September.

Your son or daughter has been asked to act as a guide (Years **8, 9, 12** only), or may be asked to help in a classroom demonstrating activities and answering questions (Years **7** and **10** only). Students will need to report to school at the following times:-

Year Group	Duties	Arrive By	Report To	Finish By
12	All are asked to attend to act as guides or help in a classroom	5.45pm	Room 5 or the classroom they are helping in	8.00pm
10	May be helping in classrooms – teachers will identify which students are needed and let students know and notify you by Edulink by 1 <sup>st</sup> October.	5.45pm	Subject room	8.00pm
		<b>Reply slip only needs to be returned if your child has been asked to help in a room</b>		
8 and 9	All are asked to attend to act as <b>guides</b>	5.45pm	English room 8 & 9	8.00pm
7	All are asked to attend to <b>help in rooms</b>	5.45pm	English room 7	8.00pm

Pupils should be in full school uniform. Guides will be given a route to follow on the evening and students may wait in Rooms 7, 8 and 9 to be collected when they are finished, if you prefer them to wait inside.

Thank you for all your support for this important event in the school calendar.

Yours faithfully,

**Mrs M Brooker**  
**Assistant Headteacher (KS3)**

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**Open Evening** Pupil Name..... Form .....

I give permission for my son/daughter to attend Open Evening on Wednesday 5 October and have made arrangements for his/her return home *by collection\* or by walking home\**. (please delete\*)

Signature of parent..... Date.....

Please return this slip to Miss Bateman **by Friday 30 September** for all Year 7, 8, 9 & 12 students and for Year 10 students who have been asked to help in a classroom (earlier returns would be appreciated)



Headteacher: Mr A Tomlin MA NPQH