



BORDEN GRAMMAR SCHOOL

Borden Grammar School
Avenue of Remembrance
Sittingbourne
ME10 4DB

Dear Parents,

10 May 2023

As 11+ Kent Tests are held in September, we are holding an Open Evening for Year 5 pupils and their parents on Thursday 8 June. This will enable pupils to see the school and for us to talk to their parents as they make the decision about entering their children for the test.

In order to prepare for the arrival of so many visitors, **we will end the school day on Thursday 8 June at 2.00pm**. School buses will arrive at the earlier time of 2.15pm. If your son or daughter is a guide or asked to help in a classroom and you wish them to be supervised in school between 2.15pm and 5.45pm, please email Ms Bateman, PA to Headteacher, to let her know by Monday 5 June.

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

Year Group	Duties	Arrive By	Report To	Finish By
9 and 12	All are asked to attend to act as guides	5.45pm	Room 8 or 9	8 - 8.15pm
7	May be helping in classrooms – teachers will identify which students are needed and let students know and notify you by Edulink by 5 June.	5.45pm	Subject room	8.15pm

Pupils should be in full school uniform. Guides will be given a route to follow on the evening and students may wait in Room 9 to be collected when they are finished, if you prefer them to wait inside. Alternatively if you wish your son or daughter to walk home unaccompanied please notify us by email.

Please note that timings and arrangements for Year 11 and 13 public examinations on 8 June are unaffected by these arrangements, even though school is finishing early. Students in afternoon examinations will need to make alternative transport arrangements if they usually catch a school bus as these will arrive at the earlier time of 2.15pm.

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

Yours faithfully,

Ashley Tomlin
Headteacher

Please return this slip to Ms Bateman, Headteacher's PA, by Monday 5 June (earlier returns would be appreciated)

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

I give permission for my son/daughter to attend Open Evening on Thursday 8 June and have made arrangements for his/her return home

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

Headteacher: Mr A Tomlin

Registered address: Avenue of Remembrance, Sittingbourne, Kent ME10 4DB / Registered in England Number: 07827591

Tel: 01795 424192 / Fax: 01795 424026 / Email: school@bordengrammar.kent.sch.uk / Website: http://website.bordengrammar.kent.sch.uk