

Monday 14<sup>th</sup> September 2020

Dear Parents and Carers,

**Re: Reception and Y7 Secondary Open Evening**

Seva School will be holding an Open Evening for pupils starting Reception or Year 7 in September 2021 on; **Wednesday 30<sup>th</sup> September 2020** from 6.00pm until 8.00pm.

In order for the staff and for the pupils who are helping during the evening, to have adequate time to set up their departments or areas, we will be closing the school earlier on this day.

**Could you please collect your child/children on this day at the following times?**

- Primary Years Reception to Year 4: collect pupils at 2.00pm
- Primary Years 5 and 6: collect pupils at 2.10pm
- Secondary: collect pupils at 2.15pm

For pupils travelling home by school transport. The **Coaches will depart from Seva School at 2.25pm** to arrive at their destination in accordance with the usual journey time.

Yours faithfully,

*RSaggu*

Miss Saggu

Head of School