



Ref: OE/2023/LGN

September 2023

Dear Parents / Carers

The annual Open Evening at Passmores Academy will take place on Thursday 21st September 2023.

We are always aware that our biggest asset is our amazing young people. When visitors come to the school it is the young people who are able to best articulate why we are so proud of Passmores. Some students are being requested by certain areas of the school but ALL students are invited to take part in presenting our school to prospective parents and other general visitors.

Students will be required to be at school from 5:15-8:30pm on Open Evening. Please complete the slip below and return it to Student Services by Friday 15th September 2023. Students will be informed of their allocation on Tuesday 19th September and given any specific information pertaining to their involvement.

Yours faithfully

Mrs L Guyton
Event Manager



OPEN EVENING THURSDAY 21st SEPTEMBER 2023

REPLY SLIP – PLEASE RETURN TO STUDENT SERVICES by Friday 15th September 2023

Student's Name: _____ (print) Tutor Group: ____ Year: ____

Please indicate with a cross your first, second and third preference for where you would most like to help on the evening. We will do our best to allocate you to one of these areas but this may not always be possible. Prefects, and Year 7 students will be used predominantly for touring our visitors, but **all years** are welcome to make this one of their choices. We like to use a lot of students for Tour Guides if we can.

Area	First Choice	Second Choice	Third Choice
Tours (Tour Guide – most needed)			
Science (several needed)			
English (several needed)			
Maths (several needed)			
Drama (not many needed)			
Dance (must be able to dance)			
Child Development			
Geography			
History			
Citizenship/Ifuture			
Psychology			
Computer Science			
Media			
MFL			
Sport (not many needed)			
Canteen with Ms Montgomery			

I/We give permission for our son/daughter to help at Open Evening on Thursday 21st September 2023 and will arrange safe transport home.

Signed _____ (Parent/Carer)

Date _____