



Our ref: 0913RWV

13<sup>th</sup> September 2016

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Executive Headteacher  
Mrs F Harrison

[www.saviosalesiancollege.com](http://www.saviosalesiancollege.com)

Dear Parent/Carer

**Open Evening Thursday 22<sup>nd</sup> September 6.00 pm – 8.00 pm**

I am delighted to say that your child has volunteered to assist at our Open Evening next week, which we much appreciate.

All pupils who are assisting should be in full school uniform or PE kit depending on where they are based. Pupils should arrive in school at 5.30 pm and go to their allocated area to meet their teacher.

Pupils will need to make their own way home after the evening finishes.

If you are happy for your child to take part, please complete and return the permission slip below. Should you have any queries please do not hesitate to contact me at school.

Yours sincerely

Mr R Williams  
Acting Deputy Headteacher

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I give permission for ..... to assist at Open Evening and have noted the details above.

My child is assisting ..... (teacher/department)

Signed ..... Parent/Carer