



NOTTINGHAM  
FREE SCHOOL

23 May 2016

Dear Parent(s)/Carer(s)

**Volunteer Helpers for Year 6 Transition Event/Year 5 Open Evening –**  
*Science Workshop - Tuesday May 24, 5pm to 6.30pm*  
*Year 5 Open Evening - Tuesday 7 June 2015, 6.30pm to 8.30pm*

We are pleased to inform you that your son/daughter has kindly volunteered to help at the year 6 science transition event and year 5 open evening at the Nottingham Free School held on the dates above.

For the year 6 science transition event students will be required to stay in school until approximately 6:30pm. Pizzas and a drink will be provided.

For the year 5 open evening your son/daughter will need to return to school in time for 6.00pm and remain at school until approximately 8.30pm. If your son/daughter wishes to remain in school between 4.45pm and 6.00pm, a tea will be provided.

We understand the open evening takes place the day before the assessments begin and as such we will provide your child with a quiet place to study before the open evening begins if required. The students play a very important role at our open evenings by helping the prospective students take part in activities and acting as tour guides and we would like as many of them to help out as possible.

Please sign the slip below, confirming your permission and indicating which evening/s your son/daughter would be able to attend and return as soon as possible. Please also note you will need to arrange the necessary transport home from the above event/s.

I would like to take this opportunity to thank your child for volunteering and know they will be a great advocate for the school.

Yours faithfully

**Mrs J Douglas**  
**Lead Teacher of Science**

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**Reply slip to be completed and returned to the School Office as soon as possible.**  
**Volunteer Helpers for Year 6 Science Transition Event and Year 5 Open Evening**

**Student Name:** ..... **Tutor Set:** .....

*Please delete/complete as applicable.*

- I/We give/do not give permission for my child to help at the open evenings
- My/our son/daughter will be able to attend on Tuesday May 24
- My/our son/daughter will be able to attend on Tuesday 7 June
- My son/daughter will stay in school on Tuesday 7 June and requires food to be provided
- I/We understand it is our responsibility to arrange transport home following the event/s

**Signed:** ..... **Date:** .....

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Executive Headteacher: John Tomasevic B.A. (Hons) Econ. M.Ed. N.P.Q.H. N.L.E.  
Head of School: Jenny Brown B.Sc. (Hons) P.G.C.E. N.P.Q.H.

