



Bishop's Hatfield Girls' School

Headteacher: Mr A Wood BA (Oxon), PGCE, MBA, NPQH
Woods Avenue, Hatfield, Herts AL10 8NL T: 01707 275331

Email: admin@bishophatfield.herts.sch.uk Website: www.bishophatfield.herts.sch.uk

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26th September 2022

Dear Parents/Carers

Open Evening - Tuesday October 4th 2022

I am writing to inform you that we shall be finishing school early on the afternoon of Tuesday 4th October 2022. **Sixth Form lessons will continue as normal on other sites within the Consortium. There will be no Sixth Form lessons at Bishop's during the afternoon unless students have been notified otherwise by their teachers.**

As you may know, this is our Open Evening when prospective parents visit the school. There is a lot of preparation for this that can only be done when pupils have gone home.

School will finish at 12.40 pm. Pupils will register with form tutors in form rooms at 12.40 pm and then be dismissed. Any pupil who is unable to go home at this time may remain in school until the usual time of 3.00pm, however there will be limited access to most parts of the school. Any pupil who is volunteering to help during the evening and needs to stay until the start of the evening at 5.00 pm may also do so but should ensure that they bring a packed tea. Reg's coaches (R44) will leave school at 12.50pm.

Please complete this Google Form if your child needs to stay on site until 3.00pm or 5.00pm, otherwise we will assume they are leaving at lunchtime. Lunch will be available and you should also complete the form if your child would like to eat before leaving the school site [Open Evening 2022 on site/lunch](#). If you are dropping your child back by 4.30 pm to help out at the Open Evening, please drop them off on Woods Avenue or nearby; there will not be the facility to drive into the school. Please note that the road outside school is likely to get very busy after 4.30 pm.

In recognition of the fact that many pupils will be helping on this evening, we will also be having a late start to the school day on Wednesday 5th October. Pupils must be in their form room by 9.20 am for registration; school will be open from 8.00am for those who need to arrive early. Lessons will start at 9.30 am with periods 1 and 2 each condensed to 35 minutes. Reg's coach (R44) will run at the normal time that morning.

Please note that this evening is for Year 6 parents/carers and pupils only. We will be holding a Year 7 Welcome Evening on Thursday 13th October where we hope to give our new parents/carers the chance to visit the school.

Yours sincerely

Mr A Wood
Headteacher

"This is an OUTSTANDING school" - Ofsted 2016

