



DZE/JJA

01 September 2025

Dear Parent/Carer

RE: OPEN EVENING AT THE GATEWAY ACADEMY – WEDNESDAY 10 SEPTMEBER 2025

I am pleased to advise you that your child has been asked to assist with the running of the Academy's Open Evening on **Wednesday 10 September 2025**.

The Open Evening will involve meeting parents and carers of prospective Primary and Year 7 students and touring them around the building or helping specific departments with activities and displays.

Students are asked to assist from 5.30 pm to 7.45 pm and need to be dressed appropriately in smart Academy uniform. They need to report to the member of staff from the subject area in which they have agreed to help. Students should arrive in main reception via the ramp to be registered.

Supporting with such a prestigious event is something students should be sure to include in their personal statements and CVs and will obviously impress prospective employers and college staff.

I hope that you will agree that this is a fantastic opportunity for your child and ask that you please complete the form linked below by **Tuesday 09 September 2025**. You do not need a Google account to submit the form, though you may need to copy and paste the link into Google Chrome to access it: <https://forms.gle/uWRvCoGU1vU19Ehs7>.

Yours sincerely

Mr D Zeffie
ASSISTANT PRINCIPAL