



# St. Edward's Church of England Academy

Westwood Road, Leek, ST13 8DN  
Telephone: 01538 714740  
Principal: Mr. T. Hutchinson  
<http://stedwards.academy>

September 2017

Dear Parent (s) /Carer(s),

As you are probably aware, St Edward's Church of England academy is hosting its annual Open Evening on Thursday 21<sup>st</sup> September from 6pm. In addition to this, we are also hosting Open Mornings on the mornings of Tuesday 26<sup>th</sup>, Wednesday 27<sup>th</sup> and Thursday 28<sup>th</sup> of September in the event that parent(s) / carer(s) are unable to attend the Open Evening and / or if you would like to see the school during a normal day.

The timings of the mornings are as follows:

9.15am – 10.15am.

These will provide an opportunity to tour the school, meet members of staff and view the pupils in their learning environment. We wish to encourage parents/carers to take an active part in school life and feel that welcoming you during the school day gives an experience different to the academic Parents' Evenings or Open Evenings. The morning will include a tour of the school enabling you to see the pupils learning followed by refreshments and an opportunity to ask questions.

To safeguard our pupils we do require visitors to **pre-book** one of the mornings, since we are unable to allow visitors to tour the school unless accompanied by a member of staff.

If you would like to attend one of these mornings please contact the office on 01538 714740 stating which day you would like to attend. We look forward to welcoming you on one of the mornings but in the meantime if you would like any further information do not hesitate to contact us.

Yours sincerely,

Mr J Parrish

Vice Principal

