



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

Compassion

Achievement

Respect

Endeavour

*The cornerstones of our
learning community*

Ref: SC/TMN

November 2019

Dear Parent(s)/Carer(s)

**End of Day Arrangements For Year 7 Parent Tutor Conversations Evening On
Thursday 21st November 2019**

The Year 7 Parent Tutor Conversations Evening will take place on Thursday 21st November. Following our normal procedure for consultation evenings, assemblies will be cancelled and all lessons on both sites will start at 8.40am. **The school day will therefore finish for all students at 2.30pm.**

This allows form tutors to see all members of their form and also enables parents to see all of the staff that they wish to.

Travel arrangements have been made as follows for students who catch school coaches/buses and taxis:

- School coach service **903** and all taxis/minibuses are able to collect students at their relevant sites at 2.30pm.
- The following Metrobus services will also run their usual route: **638, 642, 643, 648** at this time.
- Students who use the **624** service can wait in school as their service will be on both sites at its usual departure time of 3.00pm.
- Southdown PSV service **236** service will also run at its normal scheduled time at 3.15pm as there is not an earlier service available to Lingfield/Dormansland.

Parent(s)/Carer(s) are also welcome to collect their son/daughter if they wish at 2.30pm.

We trust this meets with your approval but should there be any difficulties please inform your son's/daughter's Head of Year as soon as possible.

Yours faithfully

Mr M Brown
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