



WEST SUSSEX COUNTY COUNCIL

# IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

**Compassion**  
**Achievement**  
**Respect**  
**Endeavour**

*The cornerstones of our  
learning community*

June 2019

Dear Parent(s)/Carer(s)

## **Key Stage 3 Celebration Evening – Thursday 27<sup>th</sup> June 2019** **Forms 9Q, R, S, T & U**

It is with great pleasure that I would like to invite you and your son/daughter to our end of Key Stage 3 Celebration Evening on **Thursday 27<sup>th</sup> June**.

The evening will comprise of two parts: a transition briefing in the Main Hall when you will be advised of the process for students transferring to our Imberhorne Lane upper school site and meet with the Key Stage 4 pastoral team, followed by a formal presentation of certificates to our Year 9 students in the Sports Hall. There will also be music and refreshments available on the Year 7 playground (weather permitting).

The schedule of the evening is as follows:

**5.00pm** - Transition briefing in the Main Hall.

**5.30pm** - Certificate presentation in the Sports Hall.

**Followed by** - Live music and refreshments on the Year 7 Playground

As you are aware Windmill Lane is a small site, so seating is limited and we are only able to allocate two guests per student. To book your seats, please visit our school website where you can access and log in via the 'Parents' Evening' system found under "Parents>Online Services". Log in using your son's/daughter's 'legal' first name and surname that matches our records, together with their date of birth. This will go live from Monday 10<sup>th</sup> June at 9.00am and will close at 9.00am on Thursday 27<sup>th</sup> June.

When you arrive, we ask politely that you sign in and wait at the front of the school so we can ensure the smooth running of the event. We would also ask that students wear their full, smart school uniform.

Traffic congestion outside the school can be problematic. If you are able to walk to the school this would be preferable. If you do drive, we would be grateful for your co-operation in making sure that the traffic moves smoothly along Windmill Lane by approaching the school from the London Road end and exiting via Highfield Road. Limited parking is available on site.

We very much look forward to seeing you at this very special, and last, event at Windmill Lane.

Yours faithfully

Mrs H Timson  
Assistant Headteacher

Please note some key dates for your diary:

Friday 28<sup>th</sup> June                      Year 9 End of Key Stage Reports & last day for Year 9 at Windmill Lane

Mon 1<sup>st</sup> to Fri 5<sup>th</sup> July                Challenge Trip or Year 9 Activities at IL

Monday 8<sup>th</sup> July                        Transfer to Imberhorne Lane to begin Year 10 courses

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