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Ysgol Clywedog



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Pennaeth Mr M Vickery Headteacher

13th September / Medi 2017

Dear Parent / Annwyl Riant,

Your son/daughter has been asked to help the _____ Department at our school Open Evening on Wednesday 4th October 2017.

He/she will need to arrive at school by 4.45 pm. The evening will finish at 7.00pm.

Please ensure your son/daughter will be able to travel to and from school on this evening, subject to your permission and agreement.

Please complete the proforma below and return to the school no later than Friday 22nd September 2017.

Yours faithfully /Yr eiddoch yn ffyddlon,

Mr M Vickery
Headteacher/Pennaeth

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Open Evening ~ Wednesday 4th October 2017

I give permission for my son/daughter to help at the Open Evening taking place on Wednesday 4th October from 4.45pm to 7pm. I understand that I will have to make arrangements for him / her to get to and from school.

Pupil's Name:

Form:

Department that pupil is helping with:.....

Please tick the appropriate box.

- My son/daughter will be making his/her own way home.
 I will collect my son/daughter at the end of the evening.

Signed:Parent

Date: