



The Heys School

Heys Road, Prestwich Manchester. M25 1JZ T | 0161 7732052

E: office@theheys.school | W: www.theheys.school

Headteacher| Mr P McKendrick

Maximise our potential, to be the best we can be, every day.

Dear Parent/Carer,

We are proud to invite you and your son/daughter to our Awards & Presentation Evening to celebrate the class of 2023 on Wednesday 15th November. Former students and parents/carers are asked to arrive from 5.30pm, ready to start at 6pm, and the evening will conclude by 7pm.

The event will take place in the Paragon Theatre and, as such, places will be limited. We would like to initially invite each student and one parent/carer. However, after the deadline of Wednesday 8th November for replying, we will then offer additional places to those families who have requested them, should they be available.

We look forward to having you join us to celebrate your child's achievements and their time with us at The Heys School.

Please confirm your attendance by Wednesday 8th November either by;

- Emailing our school office (office@theheys.school) stating your child's name and request for parent/carer places or
- Completing the slip below and returning it by post to the school at the address found at the top of this letter or
- Completing the slip below and returning it via a sibling to myself.

We look forward to hearing from you.

Yours faithfully,

Mrs E. Whitfield
Assistant Headteacher

I confirm that my son/daughter _____ would like to attend the Awards and Presentation Evening on Wednesday 15th November.

· I understand that only one place can be guaranteed for a parent/carer, but would like to request _____ additional places if they are available. I understand that this will be dependent on available places and that I will be informed (via the email address provided below) after Monday 7th November.

or

· I will not require more than one place for a parent/carer

Signed: _____ Email Contact: _____

Respect | Kindness | Determination

The Heys School is a member of The Rowan Learning Trust.
Reg Office: Carr Lane Wigan WN3 5





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