



6<sup>th</sup> September 2024

admin@ridgeway.aetrust.uk  
www.ridgeway.herts.sch.uk

Dear Parent/Carer

## Open Evening Thursday 12<sup>th</sup> September 2024

In order to prepare for Open Evening, students will finish school at 12.15pm on Thursday 12<sup>th</sup> September 2024. Lunch is provided for students entitled to free school meals; these can be collected from the canteen at break time on Thursday 12<sup>th</sup> September. Staff will attend the dress rehearsal of the speeches in Osborn Hall and prepare their classrooms. Students who are guides or supporting in subject departments need to arrive at 5.30pm in full school uniform, sixth form students will be in smart business attire. Arrangements must be made to ensure attending students can travel home safely when the evening closes at 8.30pm.

Following our Open Evening, on Friday 13<sup>th</sup> September Ridgeway Academy will open at 10.50am for students. Students will be expected to be lined up in their line up zones by 10.55am. Students will then report to form with their tutor to register and hand in phones. Lesson 3 will start at 11.10am.

If you have friends with children in Primary School Years 5-6, please tell them about our Open Evening. They can see Ridgeway Academy in action on Thursday 12<sup>th</sup> September from 6.00pm until 8.30pm. Visitors will meet and hear from me and my talented and dedicated team of staff. Speeches will be held at 6.15pm and 7.15pm. Tickets for the Headteacher's speeches can be collected in advance from the school's main reception from Monday 9<sup>th</sup> September 2024. Half the tickets will be released in advance of the evening and the remaining half are available on the evening. Tickets are available on a first come, first served basis. Two Year 7 students and our Head Students will talk about their impressions of Ridgeway Academy.

Open morning tours are held from Monday 16<sup>th</sup> September to Friday 4<sup>th</sup> October 2024 at 9.00am. Visitors will have the opportunity to tour lessons, speak with students, see their work and speak with me. Open morning tours must be booked in advance, please see the website for further information <https://ridgeway.herts.sch.uk/open-evening-2024/>.

Yours sincerely

Mrs S Mitcherson  
**Headteacher**