



Queen Mary's Grammar School

Headmaster: T J Swain, M A

October 2016

Dear Parents


Speech Day: Useful Information

In the morning ...

- We will be holding our Service of Commemoration and Thanksgiving in St Matthew's Church as normal.
- Pupils should report to School in the normal way for a 9am start.
- The only exception is for pupils involved in providing the music for the Service: they should report to Mr Vause at St Matthew's for registration at 9am.
- Pupils will be escorted up to St Matthew's in time for the beginning of the Service at 11.30 am
- Parents are warmly invited to join us for the Service, which usually lasts just under an hour
- At the end of the Service, pupils will either be dismissed from the Church to go home or be escorted back to School for lunch and then be dismissed from Sutton Road.
- Pupils who require a lunch must order it in advance.
- If you choose to collect your son from the Church, we ask you to be *prompt*. You should arrive no later than 12.20pm. If you are late, your son will be escorted back to School and you will be able to pick him up from there at around 1pm. Please note: there is very limited parking.

In the afternoon ...

- There is no School in the afternoon on Speech Day.
- Prize winners will attend a Ceremony in the Lecture Theatre (where they will Receive their Prizes)
- The Prize winners should report to the Lecture Theatre at 5.30pm
During the afternoon, there will be a Seminar with the Guest Speaker Dr. Paul Edmonson
- This will be for invited pupils and staff only.

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In the evening ...

- Our main Celebration Event will be held this year in the School Hall (not in the Town Hall in Walsall as has been the case in the past).
- All pupils in Years 11 - 13 are required to attend
- In addition, Prize winners and members of the Band are required to attend
- Pupils should arrive in time to be seated in the Hall by 7.15pm
- Parents are invited to join us for this Celebration, but places are strictly by **ticket only** as places are limited
- Details of how to order tickets were are published separately
- We expect the Celebration to finish at approximately 8.45pm
- This will mark the beginning of the half-term holiday for the School

Drop off, pick up and parking ...

- Past experience suggests that there will be a lot of traffic in the evening
- We want to avoid any inconvenience for our neighbours in the area around Sutton Road
- Please be considerate when parking in the area.
- You will need to allow good time and be patient. Thank you.
- There is (very) limited disabled parking at the School. Please contact us in advance if you need to make use of this facility.

Speech Day is always a great occasion in the life of the School. This letter deals inevitably with the details, but let's not forget the big picture. We have so much to celebrate in the life of our vibrant community!

Thank you for all your help and co-operation in making the day run smoothly.

Yours sincerely

Timothy Swain
Headmaster