

Our ref BW/JMH

May 2018

Dear Parent/Carer

Re: Invitation to Graduation Ceremony

I am delighted to invite you to your son/daughter's Graduation Ceremony. This ceremony marks the successful transition of your son/daughter from KS3 to KS4, and we wish to celebrate this success with you.

The ceremonies will take place in the main hall as per the list below. Your child will graduate according to which primary school they attended. The students will have caps and gowns and will each receive a certificate and memento from the day. You will also receive a graduation photograph with compliments from the Academy – additional photographs can be purchased directly from Kittle, who are the photographers for this event. Please note that the graduation photographs are to be taken prior to the ceremonies and will take place on Tuesday 5th June.

The afternoon ceremonies will begin at 1.15pm, so please arrive promptly for 1.00pm.

After the ceremony, there will be an opportunity for you to take any family photographs. We anticipate the ceremonies and photographs will take approximately 1 hour.

Due to our hall capacity, we can only allocate 2 seats for parents and carers per student.

I really hope you can attend this special celebration of your child's success at Outwood Academy Valley.

Day	School
Wednesday 20 th June 2018	Redlands Sir Edmund Hilary
Thursday 21 st June 2018	St Johns Prospect
Friday 22 nd June 2018	Norbridge St Augustine's St Anne's Whitwell Primary School Gateford Park Holy Family Langold Dyscarr Ramsden Primary Ryton Park Blyth C of E Primary St Luke's Whitwell Primary Woodsetts Primary

Outwood Grange Academies Trust, a company limited by guarantee, registered in England and Wales with company number 06995649.
Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.
VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.
A list of Directors' names is open to inspection at our registered office.

If you have any queries please contact reception on 01909 475121 or enquiries@valley.outwood.com

Yours faithfully

A handwritten signature in black ink, appearing to read 'B. Ward', with a stylized flourish at the end.

B.Ward
Associate Assistant Principal