



## Queen Mary's Grammar School

Headmaster: R J Langton, M A

October 2022

Dear Parents

### Speech Day: Thursday 20<sup>th</sup> October Useful Information & Early Close Letter

Speech Day is our annual commemoration of the founding and continued existence of our school, together with a celebration for the previous year and the awarding of Prizes. During the pandemic our ability to run this event has been hampered, but we are looking forward to returning to our traditional celebrations. There are multiple aspects to the day and this letter sets out some general information for all parents and students.

#### In the morning ...

- We will be holding our Service of Commemoration and Thanksgiving in St Matthew's Church. There are two services: one for Years 7-10 and one for Years 11 – 13.
- Whilst not at the church, students will be undertaking activities in their year groups or forms at school.
- Pupils should report to School in the normal way for an 8.45am registration in full school uniform.
- 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 8.30am.
- Pupils will be escorted to and back from St Matthew's Church for the service by members of staff. They may wish to bring a coat or umbrella depending on the forecasted weather.

#### Lunch and early closure ...

- There will be a normal lunch service at school for all pupils.
- The school day will finish at the end of lunch with students **dismissed at 2pm**. (Sixth-formers can sign out at 1pm as normal).
- There will be a facility for those students who cannot go home early to remain in school for the afternoon until the normal finishing time – such students should inform their Head of Year.

#### Activities in the afternoon ...

- During the afternoon, there will be a seminar with the Guest Speaker (Andrew Peach). Limited tickets are available to members of the School community. Notices with further information have been displayed around the School.
- Additionally there are rehearsals during the afternoon for prize winners and those musicians playing in the evening event.

### **In the evening ...**

- Our evening Celebration Event, which includes the presentation of prizes, will be held at school, starting at 4.30pm. We expect this to finish no later than 6.30.
- Whilst we welcome members of our school community to share in this event, we recognise we have limited capacity.  
We expect prize-winners, prefects and those musicians performing to attend.  
Attendance for other students is optional – they need to inform their Form Tutor if they are planning to attend.
- Parents of Prize Winners will receive a separate letter regarding how to obtain tickets.

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

Richard Langton  
Headmaster