

12 September 2025

Dear Parents/Carers

Open Evening: Thursday, 25 September 2025, 4pm to 7.30pm

I am writing to inform you that, due to Open Evening, school will finish at 1.15pm on Thursday, 25 September 2025. This is to enable staff and students to make the necessary preparations for the event.

The canteen will be open until 1.35pm for pupils entitled to free school meals or those wishing to purchase food.

Parents/Carers who have children in Year 5 and Year 6 and who would like further information regarding Open Evening should visit the school website:

<https://springfield.uk.net/index.php/admissions>

Professional Development (INSET) Closure: Friday, 19 September 2025

May I also take this opportunity to remind you that the afternoon of Friday, 19 September 2025 will be a half day closure for staff professional development and pupils will be dismissed to go home at the end of the morning session: 12.15pm.

The canteen will be open until 12.35pm for pupils entitled to free school meals or those wishing to purchase food.

Yours sincerely



Ms Sara Spivey
Headteacher