



**Pensby High School**

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Headteacher: Mr K Flanagan

16 September 2025

Dear Parents and Carers,

**Re: Open Evening – Early Closure of Pensby High School**

As you may be aware we will be holding our Open Evening for prospective parents on Thursday 2 October 2025 starting at 6pm.

On this day, in order for staff to prepare for the evening, the school will close at 1.00pm, unfortunately, we are not able to request that the school buses arrive early. If your child is unable to travel home at this time they are welcome to stay in school until normal closing time at 3.25pm.

On this day we will have an extended breaktime service from 11.00 – 11.30am in order that all our students are able to obtain their lunch if they so wish.

A separate letter has been prepared regarding the pupil volunteers for the Open Evening. I would like to remind parents and carers that pupils who are not involved in the Open Evening must not be on the school site at that time.

Yours sincerely

**Mr K Flanagan**  
Headteacher