

# QUEEN ELIZABETH'S GRAMMAR SCHOOL

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Headteacher: Mr S Garrity Chair of Governors: Mrs H Baker



28<sup>th</sup> November 2019

Dear Parent/Carer

## **Year 9 Parents' Consultation Evening (PCE) – Tuesday 10<sup>th</sup> December 2019**

### Timings of the PCE

When we hold Parents' Consultation Evenings, the pattern of the school day changes to allow more time for appointments. The appointment times start at 3.00pm and, therefore, the school day will start early at **8.30am** and finish early at **2.00pm**.

Only Year 9 will be involved in the Parents' Consultation Evening on Tuesday 10<sup>th</sup> December 2019. **However, all students will start and finish the school day as below.**

The times of the modified day are shown below:

|           |                   |
|-----------|-------------------|
| Period 1: | 08.30am – 09.20am |
| Notices   | 09.20am – 09.25am |
| Period 2: | 09.30am – 10.20am |
| Break     | 10.20am – 10.40am |
| Period 3: | 10.40am – 11.30am |
| Period 4: | 11.35am – 12.25pm |
| Lunch     | 12.25pm – 13.10pm |
| Period 5: | 13.10pm – 14.00pm |

**Academy closes at 2.00pm**

### Transport Details

#### Dedicated School Buses

Students who travel to QEGS on a dedicated school bus should be at their bus stop **20 minutes earlier** than normal on the morning of all parent consultations.

Buses will be on the bus bay at **2.00pm** to make the return journey home.

#### Service Buses (Swift, 110, 111, 113, 114, 442)

Please note service bus times **cannot be changed by the academy**. It is imperative, therefore, that students travelling on service buses familiarise themselves with bus times and where to catch them, particularly for the journey in the morning, to ensure that they are here on time.

However, arrangements have been made for those students who normally travel on the Swift bus from Derby via Brailsford to be collected and brought into QEGS by an additional Glovers Coach. Please note the following pick-up points/times:

7.55am - pick up from Brailsford, Rose and Crown and the shop

8.20am - drop off at QEGS bus bay

The additional Glovers Coach will not need to run at 2.00pm because students will be required to catch the Swift bus, as per the service bus timetable.

Students needing to leave QEGS before 2.00pm, in order to catch a service bus, will be permitted to do so. However, they **must** collect an early release pass from Student Services to present to their teacher.

**Service Buses depart from the bus station, not the QEGS bus bay, at the following times:**

**Swift – 2.25pm 110 – 2.00pm 111 – 1.00pm or 4.00pm 113 – 3.00pm 114 – 2pm 442 – 2.05pm**  
*(Departure times correct at time of writing, but are subject to change).*

***Students wishing to catch the service buses will be permitted to leave the academy 15 minutes before their bus departure time, providing they have collected an early release pass from Student Services.***

Students may use their bus passes to travel on earlier buses. Service bus timetables can be found online at [www.derbyshire.gov.uk/buses](http://www.derbyshire.gov.uk/buses). Hard copies can be made available via Student Services.

Parents do have the option of leaving their children at QEGS under supervision until 3.55pm and should inform student services if this is required. Please note that no dedicated school transport will be provided at 3.55pm. Service buses (Swift, 114, 110, 111, 442) will, however, stop in the bus bay at their usual time, but the Swift bus will depart from the bus station.

**The School day ends at 2.00pm on Tuesday 10<sup>th</sup> December 2019. If your son/daughter needs to remain on site until 3.55pm please inform student services so that arrangements for their supervision can be put in place.**

Yours faithfully



Mr B Hallam  
Pastoral Team Leader