Friday 10 February 2017

Dear Parent/Guardian,

The Marcellin College Open Day occurs this year on Wednesday 22 February 2017. This is an opportunity for prospective students, especially from local primary schools, to come to the College with their parents and learn a little more about the traditions, educational activities and facilities at our school.

The Open Day commences at 3.00pm and concludes at 6.00pm. Year 11 students play an important role in the success of this day. They are expected to assist in a variety of activities such as preparing the display items for the afternoon, cooking the BBQ, packing up at the completion of the day as well as greeting visitors and then guiding them around the various special exhibitions and facilities at the College.

The arrangements for the day are:

- All students will be dismissed from school by 12:05pm.
- The jobs for the afternoon will be split into 2 sessions. The first will start at 12.45pm and conclude at 3:45pm. The second will start at 3:30pm and conclude at 6:30pm.
- All students are required to dress in full school uniform.

We look forward to another successful College Open Day.

With thanks in advance for your support.

Yours sincerely,

[Signature]

Mr Paul MacGee
Year 11 Coordinator