Dear Parent/Guardian,

We are really looking forward to welcoming you and your 6th class daughter to visit our Open Night on Thursday 4th November. This year’s Open Night will be a little different to other years, but we hope you can still enjoy the usual warm welcome and experience the atmosphere as teachers and students provide you with an insight into life at Loreto. While visiting the school, It is especially important to maintain the strict public health protocols that are in place to prevent the spread of Covid-19.

**Important Protocols for Visiting the School**

* All visitors must wear face masks (including sixth class students)
* We would encourage visitors to use the sanitizing stations that are located throughout the building
* A digital or printed version of your tickets must be presented on the night as the QR code will be scanned to complete our contact-tracing list

**Booking Your Tickets**

We have a booking system on our school website ([www.loretofermoy.ie](http://www.loretofermoy.ie/)) for prospective parents to book 2 tickets: one for your daughter and one for a Parent or Guardian. As we need to monitor the numbers of people visiting the school, there will be a maximum of 26 visitors arriving every fifteen minutes. Each group of 26 will be accompanied by a guide who will bring them through the school building and provide an opportunity to meet with students and teachers. This year, we can only facilitate 6th class students and hope that next year we are in a safer position to open the event to other year groups.

If you have any difficulty booking a ticket on the website, please email the school at office@loretofermoy.ie

Book Your Tickets here: <https://buytickets.at/loretosecondaryschool/597941>

We are really hope you enjoy your visit on the evening and hope you get a sense of what it might feel like to be a part of the Loreto school community.

Kind Regards,

Orla Forde