



# Great Marlow School

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**EXECUTIVE HEADTEACHER**

Mr K Ford

**HEAD OF SCHOOL**

Mr G Pendlebury

5<sup>th</sup> November 2024

Dear Parent / Carer

One of the largest and most important business events that the Young Enterprise students need to attend is the Marlow Late Night Shopping Event held on Marlow High Street on Thursday 5<sup>th</sup> December.

Students will need to arrive at 4 pm at the allocated pitch to start setting up their stall and be ready to trade at 5 pm. As this is traditionally a busy event, ALL students in the team are expected to attend until 9 pm. You should have already consented for all Young Enterprise events using the MS Consent Form on WisePay – please do this now if you have not already done so. All students will be responsible for arriving on time and safely getting to the site and home again after the event.

The cost of the stall is £15, but this will be paid from the business funds by the managing director in advance of the event - booking and paying for the stall will be explained nearer to the time. Students will be required to set up and decorate their stalls, hand out leaflets, speak to potential customers and sell their products / services. There will be a lot of dealings with the general public. I, along with other teachers, will be on site throughout and available to guide the students in this and other activities. Students will not be allowed to leave the stall on their own during the event.

I will try my best to accommodate any student needs (medical or other) so that all students can take part in the event. Students are expected to dress in smart clothes and to look presentable. At Great Marlow School, we value our reputation in the local community and have high behavioural expectations both in school and off site. I look forward to the students being good ambassadors for the school at this event, as has always been the case in previous years.

If you have any questions, please feel free to contact me on [mbroadbent@gms.bucks.sch.uk](mailto:mbroadbent@gms.bucks.sch.uk).

Yours faithfully

**Ms Marisa Broadbent**

**Teacher of Business Studies**

**Centre Lead for Young Enterprise at GMS**