Dear Alumna,

**OPEN HOUSE - SATURDAY 16 SEPTEMBER 2017**

Open House is a London wide event where buildings are open to the public. The emphasis of the event is architectural.  For the third time, our school will participate in this event and open its doors to the general public to showcase its beautiful architecture and history.

It would be great to see more past students and staff at the event, as your memories and stories will be of great interest to the general public and other alumnae.

Guided tours will be available from **10am** **–** **1pm** by members of our alumnae committee and volunteer staff and students. Given the success of last year’s AGM, we will be hosting the AGM on the same day, 1.30pm arrival for a 2pm start. It will finish no later than 3.30pm.

Whilst it is free to attend, we will be providing light refreshments therefore donations are welcome. We will discuss what we achieved in 2016-17 and what our plans are for 2017-18 and we would love to hear your ideas.

Please RSVP via email, telephone or return the attendance slip (see appendix) to Lesley Winter (WSFG Alumnae) at the school address no later than **Friday 8 September 2017**:

Email: lwinter@wsfg.waltham.sch.uk

Telephone: 020 8509 9410

**It is important that we know in advance the numbers attending for catering purposes.** Therefore please confirm your attendance and encourage former school friends and teachers to come along to the Open House and the annual Alumnae AGM.

**ANNUAL MEMBERSHIP**

It is nearly time to renew your alumnae membership, or join for the first time – the new membership year runs **1 September 2017** until **31 August 2018**.

For just £7 a year, you can enjoy:

* Regular mailings of the quarterly **Alumnae News** – our very own alumnae magazine;
* **Bumper Green Sheets** – the bumper edition of the weekly green sheets which is sent out every term;
* **Special invitations to school events** including, but not limited to, the annual Carol Concert , Steel Pans performances and school plays;
* And a **key ring** as a free gift and memento.

You can join at any time from 1st September, however the earlier you join the more beneficial it will be for you. Membership is payable by cash, cheque or bank transfer and donations are also welcome. Please complete and submit the membership form (see appendix).

Membership fees and donations fund the preservation of archival material and the digitisation of the old Iris magazines for eventual access and display. The generosity of our alumnae members has enabled us to:

* Framed and displayed photographs of previous headmistresses Miss Hewett and Miss Norris for display in the school library amongst previous headmistresses of the school;
* Supported the costs of the annual Community Party held at the school for local elderly residents;
* Present the Janet Hoad trophy to the most improved student from KS2 to KS4 at the annual Presentation Evening, as well as a shield and clock to honour a student who has made an outstanding contribution to the school and the community each year;
* Purchase sunshades for the students’ outdoor picnic area;
* And send our alumnae Elizabeth Reid to the London 2012 Olympics to represent Great Britain in the ladies volleyball team.

We look forward to doing even more to support our alumnae community and the school – so please spread the word.

For those who do not wish to become a member, you will receive a letter every summer or early autumn to keep you up to date. However you will not receive any membership benefits unless you are a paid member, therefore it is in your best interest to become an official member the WSFG Alumnae. Please note that the sale of mugs, key rings and cards are also available throughout the year.

We look forward to building a stronger alumnae community – let’s do it together as fellow ex-students and staff of the school!

Kind regards,

Danielle Ferguson

Danielle Ferguson

WSFG Alumnae Chair

**APPENDIX**

*Please complete the below form if you would like to attend the alumnae AGM on Saturday 16 September 2017. You can post the form to the school address or alternatively phone or email Lesley Winter.*

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| **WSFG ALUMNAE AGM – Saturday 16 September 2017**I would like to attend the Alumnae AGM at 2pm (1-1.30pm arrival) at Walthamstow School for Girls. |
| **Full name** |  |
| **Maiden name (if applicable)** |  |
| **Please state the years that you were at the school** | From: | Until: |
| **Email**  |  |
| **Phone** |  |
| **Date** |  |
| **Signature** |  |

*Please complete the below form in CAPITALS to become a member or renew your membership.*

|  |
| --- |
| **Membership FORM** |
| **Full name** |  |
| **Maiden name (if applicable)** |  |
| **Please state the years that you were at the school** | From: | Until: |
| **Address line 1** |  |
| **Address line 2** |  |
| **Address line 3** |  |
| **Post code** |  |
| **Email address** |  |
| **Alternative email (if applicable)** |  |
| **Phone (home/mobile)** |  |
| **Alternative phone number****(if applicable)** |  |
|  |  |
| In order to pay for the membership fee of £7 I will pay by: |
| *Please insert an X or tick the appropriate payment:* |
| **Cheque**–cheques *must be made payable to ‘Walthamstow School for Girls Alumnae’*  |  |
| **Bank transfer (BACC) payment must be made to:** Walthamstow School f or Girls Alumnae Account number 65515349 Sort Code 08 92 99 Payment reference must be your surname and first initial (if space permits). Please only make ONE payment for the membership fee and donation (if applicable). |  |
| **OPTIONAL**: I would like to make a donation of: | £ . p |
| **Date** |  |
| **Signature** |  |