

6th December 2019

Dear Parents/Carers

As another end of term arrives, I would like to take this opportunity to thank you for your support during this term. I would like to remind parents/carers of the following dates:

Last Day of Term

Please note that school will end for students at the following times on **Friday 20th December 2019**.

- **Years 7 - 8: 12:30pm (approximately)**
- **Years 9 - 12: 1:00pm (approximately)**

No hot meals will be available on that day. Food will be available for those students entitled to free school meals at break time.

Year 13: On Friday 20th December 2019 Year 13 students are not required to attend school unless they have a mock exam in the morning session. However any student wanting to come to school on Friday 20th December to undertake their private study and complete any work set by teachers, may do so using the Sixth Form Study Centre.

First Day of Term

The new term starts for all students at **8:40 am** on **Monday 6th January 2020**. It will be **Week 2** of the timetable.

During the holiday period, access to the site for students and parents/carers will be as follows:

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| Monday 23 rd December 2019 | Open between 10:00 am and 11.00am only for emergencies (<i>skeleton staff</i>) |
| Tuesday 24 th December 2019 – Wednesday 1 st January 2020 inclusive | Closed |
| Thursday 2 nd January – Friday 3 rd January 2020 | Open between 10:00 am and 11.00am only for emergencies (<i>skeleton staff</i>) |

A small number of timetable changes will occur at the start of next term. All the changes will ensure that the curriculum continues to be delivered to a high standard. Please feel free to contact the school should the need arise. In most cases, the relevant person to contact will be the Head of Faculty.

On behalf of all the staff, may I wish you all a Merry Christmas and prosperous and safe New Year.

Yours faithfully



Mr T Sullivan
Associate Head Teacher