

25 November 2024

Dear Parent/Carer

End of Term Arrangements – Friday 20 December 2024

As we are only 4 weeks away from the end of term, I wanted to make you aware of the plans for the last day on Friday 20 December 2024, when we will be finishing earlier than usual at 1:10 pm.

The school buses and taxis have been arranged to collect students at the new time on this day and students who are entitled to a free school meal can collect their lunches prior to leaving.

- **8:30 am – 11:55 am:** Periods 1 to 3 will be taught as normal
- **11:55 am - 1:10 pm:** Extended form time and assembly
- **1:10 pm:** Students leave site
- **1:15 pm:** Buses and taxis leave site

We would like to take this opportunity to thank you for all your support over the course of this term and to wish you a very Merry Christmas and Happy New Year and look forward to welcoming the students back on **Tuesday 7 January 2025**.

Yours faithfully



Miss R Ricketts
Deputy Headteacher