



Ref: TTR/awl

2 December 2015

Dear Parents/Carers

End of Term Arrangements

We will be dismissing students at 1pm on the last day of term, Friday 18 December. All students will need to make arrangements to make their own way home at this time.

If this early finish causes you any difficulties, please contact the relevant College Admin Office asking for your child to remain in the Academy as normal until 3.20pm and the appropriate supervision will be arranged. Any child remaining in the Academy should report to the Library. Unfortunately there can be no special arrangements with the buses, which will arrive at the normal time.

Students will be allowed to wear non-uniform on the last day, as a treat for their excellent attitudes and effort. We would ask for a charitable donation of £1 on the day, but we would not wish to exclude anyone from participating for financial reasons. All proceeds will be donated to Save the Children UK.

There will be no lunch service, however students will be able to purchase food during an extended brunch should they wish to do so.

May I take this opportunity to thank you for your continued support and wish you, your families and friends a very Happy Christmas.

Yours faithfully

**Mrs Tracey Trusler
Principal**

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