

Ref: TTR/awl

6 December 2017

Dear Parents/Carers

### Christmas End of Term Arrangements

We will be dismissing students at 1pm on the last day of term, Wednesday 20 December. 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 2pm and the appropriate supervision will be arranged. Any child remaining in the Academy should report to the LRC. Unfortunately there can be no special arrangements with the buses, which will arrive at the normal time.

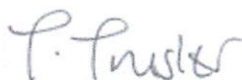
We will be conducting a non-school uniform day with proceeds donated to the trip to Peru, Alzheimer's Disease and to develop the resources in the Design and Technology Faculty. We would ask for a charitable donation of £1 on the day, but we would not wish to exclude anyone from participating for financial reasons.

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

Time	Activity
08:40-09:30	Lesson 1 as normal
09:30-10:30	Jupiter Assembly / Minerva Tutor 1 / Apollo Tutor 1
10:30-11:00	Christmas Brunch
11:00-12:00	Minerva Assembly / Jupiter Tutor 1 / Apollo Tutor 2
12:00-13:00	Apollo Assembly / Jupiter Tutor 2 / Minerva Tutor 2
13:00	Students to be dismissed

May I take this opportunity to thank you for your continued support and wish you, your families and friends a very happy Christmas. School returns on Thursday 4 January 2018 at 8:40am.

Yours faithfully



**Mrs Tracey Trusler**  
Principal