



5th June 2017

Dear Parent

Re: Early Closure

I write to let you know that there will be an early closure for students on Friday 23rd June 2017 due to the Year 11 Celebration Assembly. Students in Years 7 – 10 will be dismissed from 1.50pm in preparation of the assembly.

If your child needs to be supervised in school for the afternoon due to child care issues, please complete the slip below and return it to the school reception by close of school on Friday 16th June 2017.

Yours faithfully

Mr J Archibald
Headteacher

✂-----

I would like my child to be supervised from 1.50 – 2.40pm on Friday 23rd June 2017

Name of student: Year/Tutor.....

Parent:
Signature

Parent: [please print]