



26<sup>th</sup> September 2016

Dear Parents/Carers

**Re: Early Closure of the Academy: Thursday 29<sup>th</sup> September 2016**

I am writing to confirm that the academy will be closing early to students on the afternoon of: Thursday 29<sup>th</sup> September. This closure is to ensure that preparation for the Prospective Parents' Open Evening can be achieved.

The academy will close to students at: **1.00pm**. We have made arrangements for the following school buses to attend the sites:

26	1.05pm	26A	1.00pm
28	1.25pm	100	1.53pm

Many students will be returning to the Lower School site to demonstrate work or guide parents/carers. Students who are participating in the Open Evening should return to school for **5.30pm**.

If you wish your daughter to remain at the Lower School site until normal Thursday closure time of 3.20pm, please contact the Upper School (01424 422470) or Lower School (01424 753040) Office.

In addition to this I have been made aware that some confusion has occurred after a change to the provisional School calendar published in March when an Inset Day was moved. The information on our website and your daughter's planner is correct but I have listed all remaining Inset Day dates below for your information.

Monday 31<sup>st</sup> October 2016  
Friday 9<sup>th</sup> December 2016  
Thursday 5<sup>th</sup> January 2017  
Friday 6<sup>th</sup> January 2017

Monday 20<sup>th</sup> February 2017  
Friday 17<sup>th</sup> March 2017  
Tuesday 18<sup>th</sup> April 2017  
Friday 7<sup>th</sup> July 2017

Yours faithfully

Ms T Dohel  
Principal



PRINCIPAL: Tracy Dohel