

8 December 2020

Dear Parent/Guardian

### Christmas Break Arrangements

I am writing to inform you that the school will close **on Friday 18 December 2020** for the Christmas break. The below table summarises the start and finish times for each year group.

	<b>Start time</b>	<b>Finish time</b>
<b>Year 7</b>	8.40am*	1.55pm
<b>Year 8</b>	8.40am*	1.50pm
<b>Year 9</b>	8.50am*	2.00pm
<b>Year 10</b>	9.00am*	2.05pm
<b>Year 11</b>	8.50am*	2.00pm
<b>Sixth Form</b>	8.40am*	1.50pm

**\*Please note that all students should arrive at school 5 minutes their start time to ensure they can get into their bubble safely.**

Parents who have childcare problems due to the early closure should contact their child's relevant Year Manager; arrangements will be made for your child to remain on school site and supervised until 3.00pm.

The school will resume for the Spring Term **on Monday 4 January 2021**. Start and finish times for each year group will remain as they currently are.

I would like to take this opportunity to wish you all a Merry Christmas and a Happy New Year.

Yours faithfully



Mrs Y Weston  
Head of School

