

Ref: LR/VP/Early Closure 170112

17 January 2012

Dear Parent/Carer

Parents' Consultation

We will be holding our Year 12 Annual Teacher Parents' Consultation on **Tuesday 31st January**. In order to enable staff to see parents for individual appointments, the school will close at lunchtime. Periods 1 to 4 will take place as normal but will be slightly shortened.

The timetable will be as follows:

8:55-9:40am	Period 1
9:45-10:30am	Period 2
10:35-11:20am	Period 3
11.20-11:50am	Break
11.55 -12.40pm	Period 4
12:45-1.00pm	Registration

Students may go home. Any child who is unable to get home safely and without inconvenience to their parents will be allowed to remain in school until 3:30pm, when the normal school bus will be available.

If you would like your daughter or son to remain in school under supervision until 3:30pm please let us know by completing the reply slip below.

Yours faithfully



Lois Reed
Head Teacher



Please return to the Form Tutor

Re: Year 12 Parents' Consultation

Student Name: _____ Form: _____

My son/daughter will remain in school on the afternoon of Tuesday 31st January 2012.

Signed: _____ Parent/Carer