



Ref: KDA\CHU\Letters\2019-20\End of Term Letter

13<sup>th</sup> December 2019

Dear Parent/Carer

### **End of Term Arrangements**

I am writing to inform you of the arrangements for the end of term.

On the last day, Friday 20<sup>th</sup> December, we will be holding a full school assembly to give out any relevant awards and bring the term to an end by celebrating success.

#### **Arrangements for Friday 20<sup>th</sup> December:**

- 8:40 Registration
- 8:55 Lesson 1
- 9:55 Lesson 2
- 10:55 Break
- 11:15 Tutor time
- 12.00 Full school assembly
- 12:45 Buses leave (buses have been booked for this time)

If this causes any problems, please contact me at the school.

May I wish you all a very happy Christmas and New Year. School will reopen on Monday 6<sup>th</sup> January 2020.

Yours faithfully

C P Hunt (Mr)  
Headteacher