



Our ref: TSE/KBr

8th March 2018

Dear Parent/Carer,

Thursday, 15th March 2018

We are writing to let you know that the majority of our staff will be involved in a Professional Development Training Session organised by the Cabot Learning Federation in Bristol on Thursday, 15th March.

The Academy will close to students at the end of period 5 to allow staff to travel to Bristol for the session. Students will therefore be leaving school at 2.10pm instead of 3pm on this day.

We understand this may cause some parents childcare concerns. If this is the case, please let us know via your son/daughter's tutor and we will arrange for your child/children to be looked after at the Academy until the usual 3pm finish time.

Yours sincerely

Mr T Searle
Principal