

Our ref: TSE/lti

29th November 2017

Dear Parent/Carer

Thursday, 7th December 2017

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, 7th December.

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