



Headteacher: Niamh Arnall

1st July 2019

Dear Parents

You will appreciate that we are planning ahead for the demands of next year for students and staff. Part of our planning and improvement strategies involves the introduction of some new systems and technologies. This necessitates essential staff training ahead of September.

In order to facilitate this training, we are having a condensed day on Tuesday, July 9th. We will start at our usual time of 8.35am, but incorporate morning and afternoon registration into lessons one and five. Lessons on this day will be 45 minutes long, instead of the usual hour in length, broken by a half hour mid-morning break so all students can visit the canteen if they wish to.

School will end at 1.00pm on this day and lunch will not be available for students as all staff will be involved in training from early afternoon onwards.

I very much apologise for the inconvenience this will cause some families. Please know that if there were any other way to facilitate this training with the external providers, I would have arranged this.

Thank you in advance for your understanding and cooperation.

Yours sincerely

Niamh Arnall
Headteacher