



Believe, Succeed, Together

5th December 2016

Re: End of Term, INSET and Electronic Communication

Dear Parent,

The Academy will be closing at **12.30 p.m.** on **Wednesday 21st December**. If your child receives a Free School Meal, this will be made available.

The Academy will be closed on **Thursday 5th** and **Friday 6th January 2017** for the purposes of In-Service Education and Training (INSET).

As stated previously, from **Wednesday 21st December** all correspondence will be sent via electronic communication. I politely request that, should you change your e-mail address and/or mobile number throughout the academic year, you inform the Academy to ensure you receive all correspondence.

I would like to take this opportunity to wish you an enjoyable Christmas and New Year.

Yours sincerely,

A handwritten signature in black ink, appearing to be "N. Houchen".

Mr. N. Houchen
Principal