

**Headteacher:**  
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19 December 2018

Dear Parents/ Carers

As the Christmas break approaches, I wanted to clarify some details about the arrangements for the end of term.

School closes at 12.45pm on Friday 21<sup>st</sup> December. The school day will be modified slightly to ensure that students get sufficient time at break to have a substantial snack, as there will be no food on offer at lunchtime. Students entitled to free school meals will have access to their meal allowance at break time.

The day will be as follows:

Lesson 1 – as normal

Lesson 2 – as normal

Break time – 11.00 – 11.30 (a more extensive ‘brunch style’ menu will be offered)

Lesson 3 - 11.30 – 12.30

Lesson 4 – 12.30 – 12.45 Afternoon registration with lesson 4 teacher and then dismissal at 12.45

The school buses will depart at 12.55, 10 minutes after the school day ends. The finish time coincides with the timings of the public buses to Elton and Frodsham.

The last day of term is a non-uniform day. Arrangements for this have already been shared.

May I take this opportunity to wish you, and your families, a restful holiday and best wishes for 2019.

Yours faithfully



Mrs S Warburton  
**Deputy Headteacher**