



Headteacher: Mr M Warren

8th December 2016

Dear Parents/Guardians,

I hope you are all enjoying our fortnightly publication of PressTales keeping you up-to-date with what's happening at school. I thought, however, it would be useful in this letter to highlight the arrangements for the end of term.

- **On Friday 16th December, we are holding our Christmas Non-uniform Day in support of the school charity, Great Ormond Street Hospital.** The Charity Committee would like everyone to take part and to make a voluntary £2.00 donation (or more if you would like to contribute as a family) to this extremely worthwhile cause.
- **On Monday 19th December we are holding our annual Speech Day. School ends at 12.00 noon** for all those students not involved in Speech Day in the afternoon, although a lunch service (with a reduced choice) is available. Golden Boy Coaches will call at school at 12.00-12.15pm. The other coaches will arrive at the usual time as they also have to serve other local schools.
- **On the last day of term (Tuesday 20th December)** students are dismissed at 1.45pm (with organised transport booked for 1.45-2.00pm).
- We have a new **School Closure Notification System** in place that lets parents know when school will be closed in severe weather conditions. To receive these messages by SMS or email, parents need to register at the following link: <https://member.everbridge.net/index/892807736725489>. This link will direct you to the “**Sign Up**” page where you should click on the “sign up” button located at the top right hand side of the page on the grey strip and from there follow the instructions. It should take no more than 5 minutes to register and you can edit your information at any time should you change your mobile number or email address. Each contact within the system can have 2 devices added for each communication type if they wish to – this means that in addition to adding your own mobile number and email address, you could include the mobile number and email address of a partner or a grandparent in your registration process. They too would then receive any messages in relation to the school's closure. Alternatively, interested parties could register themselves separately. If you have children at more than one school you can register for those schools too in a single registration process by selecting all schools at which you have children. Once signed up you will receive messages relating to the status of your child's school. We will also let you know about closure on our school website and by InTouch.

I would also like to take this opportunity to wish you all a very happy Christmas.

Yours sincerely,

Matt Warren
Headteacher

