



**Acting Headteacher: Di Beddow MA, FRSA**

Ref: DHB/KE

1 December 2015

Dear Parent/Carer

### End of term arrangements

I am pleased to confirm that our last day of term will be Friday 18 December and the school will be closing at 2.30 pm.

On such a busy day, I would ask you to please read the key points below:

- 1) Students will be free to leave the school premises at 2.30 pm following our final assembly. Please make suitable arrangements for your child's care after this time. However, if provision of care cannot be arranged, students are welcome to be supervised in the Library until 3.10 pm. If you do not give permission for your child to leave the Academy at 2.30 pm, please complete the slip below and return to us.
- 2) Please note that the bus timetable cannot accommodate the early closure therefore if your child relies on public transport, and alternative arrangements cannot be made, then he/she will need to be supervised. If you do not give permission for your child to leave the Academy at 2.30 pm, please complete the slip below and return to us.
- 3) If your child is attending the KS3 Panto trip on the 18<sup>th</sup> December, the coach is scheduled to leave Ernulf Academy at 12.45 pm and return by 4.30 pm. Please make arrangements to collect your child on their return as the school premises will be closed at that time.

Please note Spring Term will commence on Tuesday 5 January 2016.

If you have any queries please do not hesitate to contact us.

Yours sincerely

Ms Di Beddow  
**Acting Headteacher**

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If applicable, please return this slip to Reception

I do not give permission for (student)..... (tutor group).....  
to leave Ernulf Academy until 3.10 pm on Friday 18<sup>th</sup> December.

Signed ..... Parent/Carer



Gold

