



**Park Hall
Academy**

KKE/WH

24 March 2010

Dear Parents/ Carers

I am writing to inform you in advance of our end of term arrangements. As you will already be aware, term ends for students on Thursday 1st April.

The format of this day will run a little differently to usual. Students will be attending end of term celebration assemblies within their house groups and at all other times will be based in their form room.

Students will be able to purchase food at break time as normal but there will no lunch break due to us finishing at an earlier time of 12.30. Free school lunches will be available to collect as packed lunches at this time should students require them.

Students will be dismissed by their form tutors at 12.30.

If this earlier finish causes you any problems in terms of supervision, there will be provision for students to remain at school, supervised by staff until 3pm. If you would like your son or daughter to remain at school after 12.30, please complete the slip below and return it to your son/daughter's Head of House at school. Students partaking in this will need to report to GG2 at 12.30 to be registered and taken to the appropriate room.

If you have any further queries regarding the end of term arrangements, please do not hesitate to contact your son/daughter's Head of House at school.

We look forward to welcoming everyone back on Monday 19th April but in the meantime, we wish you a very enjoyable Easter holiday.

Yours faithfully

Kerry Kernan
Vice Principal

Reply Slip - Please return to the Head of House

I would like my son/daughter.....
(Print Name) of form to remain in school on Thursday 1st April until 3pm.

I understand that he/she will need to report to GG2 at 12.30 whereupon he/she will be supervised until 3pm.

Signed.....(Print Name).....

Date.....

Principal: Tony Morrison

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