



21 September 2023

Dear Parents/Carers,

**Re: Early School Closure on Monday 2 October 2023**

On Monday 2 October 2023, school will close at 12.30pm. There will be no lunch service available due to the early closure. There will be an extended break for students wishing to spend on a larger snack as well as providing for students who are in receipt of free school meals.

To safeguard the students, I would be grateful if you could make suitable arrangements for your daughter/son to be collected at 12.30pm or to make her/his way home independently.

Yours faithfully

**Mrs A Moise-Dixon**  
Headteacher