



14<sup>th</sup> November 2017

Dear Parent/Carer

**EARLY CLOSURE : TUESDAY 28<sup>TH</sup> NOVEMBER 2017**

I am writing to inform you that the school will close early on this day at 12.40pm in order for us to prepare for the Opening Ceremony of the new "Blessed John Henry Newman Library" which will be conducted by Bishop Wilson.

Please note that your child will be set work on Show My Homework and they are expected to complete this and hand it in. When leaving the school site, could I ask you encourage your child to go straight home and not to frequent local shops in school uniform.

Whilst writing, could I also ask you to remind your children that physical contact between students is prohibited in school.

Finally, we are lucky enough to have a very good relationship with the majority of our parents/carers and we value your support immensely. However, on occasion, our reception staff are not spoken to in a way that is helpful when they are merely trying to answer queries. Please note that courteous behaviour from parents/carers is required at all times and that any response towards staff that may be perceived as aggressive, will not be tolerated.

As ever, I appreciate your continued support.

Yours sincerely

J. Heffernan

Ms J Heffernan  
**HEADTEACHER**

