205 Morning Lane, London E9 6LG P 020 8985 5150 www.cardinalpole.co.uk

15<sup>th</sup> October 2013

Dear Parent/Carer

## Strike Action on Thursday, 17<sup>th</sup> October 2013

You may have read in the paper or seen on the news that the NUT and the NASUWT will be taking strike action on Thursday, 17<sup>th</sup> October 2013.

In consultation with the Chair of Governors, Fr David, I have completed a risk assessment and made a decision to close the school to all years with the exception of the Sixth Form.

Sixth Form students should report to school as usual and go straight to the hall, where they will be registered and dismissed to lessons. At the end of the school day, they should go to the hall, as usual, for assembly and registration.

A packed lunch will be available for Sixth Form students who are in receipt of free school meals from the dining room at break time. All other Sixth Form students will be required to make their own lunch arrangements.

Students with internet access should make use of activities in SAM Learning and other outstanding work. To use SAM Learning visit www.samlearning.com. Your son/daughter has received login information; this is in his/her school planner. Guidance is also attached to this letter. When accessing the website, your son/daughter will need to enter our Centre ID, their User ID and their password.

Centre ID: E9CP

**User ID:** This is your child's date of birth and their initials, e.g. Samantha Brown born on 21<sup>st</sup> December 2000 would have a user ID of 211200SB

**Password:** This is the same as the User ID (unless your son/daughter has changed this to a password of their choice)

I apologise for any inconvenience.

Yours sincerely,

1. Heffernam

Ms J Heffernan Headteacher

