



30<sup>th</sup> April 2021

Dear Parents/Carers,

## **EARLY CLOSURE – 25<sup>TH</sup> MAY 2021**

As you will be aware, the Government has asked that we moderate our Centre Assessed Grades in preparation for the Summer examination results for both GCSE and A Levels, which takes place on Tuesday 10<sup>th</sup> and Thursday 12<sup>th</sup> August 2021. As a result, I have made a decision to amend the school day on Tuesday 25<sup>th</sup> May to ensure this is carried out by staff and the school will close at 1pm.

### Uniform

I know I have raised uniform with you previously, but I remind you:-

- Only Cardinal Pole coats are permitted to be worn with the exception of Years 11 & Sixth Form who are permitted to wear plain black coats.
- A list of our full uniform is available to read on our website.
- Where our uniform is not followed by students, items will be confiscated. Please note that when your child is in school uniform either in or out of school, they are still representing the school and therefore should be wearing the correct items and behaving in a manner which is befits the school.
- I have also noticed a number of students wearing various track suit bottoms as part of our PE kit, these are not permitted. Plain black jogging bottoms or shorts are to be worn only. The school is seeking to secure PE jogging bottoms with the school logo on ready for September, I will write again once these are ready to purchase from our suppliers.
- Earrings: Only plain gold/silver studs are permitted.
- Only plain black socks may be worn.
- No mobile phones are permitted in school.

### Absence/Appointments

May I remind parents/carers that if your child has a medical appointment, you **must** notify our Attendance Officer (Mrs O'Connor) in advance and provide her with a copy of the medical letter or appointment card for our school records.

### Attendance

Please note that removing your child from school during term time is not permitted and may lead to a fine being issued by the Local Authority's Education Welfare Officer. Therefore, I am not able to authorise any student absence other than for medical appointments.

### Covid Travel During Restrictions

I should also draw to your attention to that any overseas travel during school holiday time may be subject to a period of self-isolation upon your return to the UK. Should this isolation period impinge upon term time, then these days will be noted down as Unauthorised Absence.

Yours sincerely

Ms J Heffernan  
**HEADTEACHER**