

Our Ref:

Dear Parents/Carers,

I am writing to inform you of the arrangement for Year 11's celebration assembly on Thursday 9<sup>th</sup> June. The morning will begin with all pupils sitting their Maths examination at 9.00am. Once the exam has ended the students will have their break time then return to lesson 3. At 12.10 they will return to their tutor bases where they will have a chance to say their goodbyes to their tutor and reflect on their 5 years.

At 12. 45pm, the tutor groups will convene in the Main Hall for our final celebration assembly. We expect the assembly to run for approximately 1.5 hours. We will provide a pasty lunch after the assembly and the pupils will be given a leavers t-shirt for their friends to sign. We will not allow the pupils to sign their blue uniform shirts.

Year 11 will be free to go home from 2.30pm. Pupils may be collected or walk home at 2.30pm and those who are waiting for a school bus will be supervised until 3.05pm. Please will you sign the slip attached to acknowledge you have read and agree with these arrangements.

We expect Year 11 to conduct themselves in a calm and co-operative manner, that is respectful to others and our school environment, and we welcome your support and encouragement with this.

I am very pleased with the way Year 11 have approached their GCSE exams, as they are taking their revision and final preparations seriously. Please can you check your child has all the equipment needed for their examinations and revision should be their top priority over the next 3-4 weeks.

I'm sure I need not remind you but the Leavers Ball is on 24<sup>th</sup> June at the Merchant Manor Hotel from 6.15 until midnight. Transport is not provided for this event. Photographs will be taken on the night by the Eventphase team at a cost of £8 individually or 3 for £20. Students will need cash for this.

I would like to finish by personally thanking you for your support over the last 5 years and wish your child every success in the future as they move on to pastures new!

Yours Sincerely,

**Mrs D Killingback**  
**Year 11 Director of Learning**

**Name**

**Tutor Group**

**I confirm that I have read this letter and am in agreement for my child to:-**

- **leave school at 2.30**
- **be collected from school**
- **wait in school for the school bus home**

**Signed**