



Sir John Cass's Foundation and Red Coat CofE Secondary School & Sixth Form College

Headteacher: Mr Paul Woods

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5th December 2017

Dear Parent/Carer,

Re: End of Autumn Term arrangements

As we approach the end of term I would like to inform you of the arrangements for dismissing pupils on Wednesday 20th December. On this date pupils will attend normal lessons Periods One and Two. At the end of Period Two they will return to their form room, the pupils will then have tutorial time with their form tutor.

From 11.25 onwards the pupils will be dismissed by their Head of Year. It is anticipated that all pupils will have left the school premises by 11.45.am.

Pupils may order a packed lunch from their form tutor; the order should be placed by Monday 18th December and packed lunches will be collected from the second floor dining hall prior to leaving school on the 20th December.

The new school term will start on Thursday 4th January 2018. This will be Week 1.

I would like to take this opportunity to wish you all a peaceful and restful holiday.

Yours sincerely,

Paul Woods

Headteacher