

7<sup>th</sup> December 2018

Dear Parent/Carer

**EARLY FINISH TO SCHOOL DAY – FRIDAY 21<sup>ST</sup> DECEMBER 2018**

Governors have agreed that the school day will finish at **1.45pm on this day only**. We have rearranged the school day so that students will attend four lessons on this date and will have a half hour lunchtime and therefore they will require all the usual equipment. Please can we ask that you ensure that the appropriate arrangements are made for your child, particularly if they are collected at the end of the school day.

**TRANSPORT ARRANGEMENTS:**

- Students who use the Additional Needs transport will be collected at the early finish time of 1.45pm
- The 490 Todmorden bus will collect students at the early finish time of 1.45pm.
- **Unfortunately, the Stansfield bus (857) is not able to accommodate the early finish time, and therefore will be arriving at the usual time of 2.45pm. Any students who use this service will be able to remain in school and will be supervised until the bus arrives at 2.45 pm. (Please complete and return the tear off slip attached if your child/children are remaining in school to wait for the 857 bus).**

Any families having difficulty regarding childcare arrangements due to our early finish can contact the school; please ask for the Year Leader or your child's Form Tutor to let them know and we will ensure your child/children are supervised.

School will re-open at the usual time on Monday 7<sup>th</sup> January 2019.

Yours faithfully



Mrs C Fisher  
Headteacher

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***Please return to the Curriculum Office (Room A125):***

**RE: STANSFIELD BUS ONLY (857) – FRIDAY 21<sup>ST</sup> DECEMBER 2018**

My child:..... Form:.....  
will be staying in school on Friday 21<sup>st</sup> December 2018 to wait for the Stansfield bus (857).

Signed.....  
Parent/Carer

**PLEASE NOTE: If these arrangements change after you have returned this slip please could you notify the Curriculum office.**

Thank you