



Executive Head Teacher
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SAH/meh

16 July 2010

Dear Parent/Guardian

We are now on the verge of a new academic year when there will be major changes to our school accommodation. In September, we have the opening of our Technology and 6th Form Block, a hugely exciting development in the history of our school when, not only will our Technology, Maths and Science departments move into brand new and modern accommodation, but, once more, 6th Form education will be available at our school.

Moreover, our old traditional building will be closed until September 2011, during which time it will undergo major renovation, refurbishment and room reconfiguration. As a consequence, subjects other than those located in the new block will all be taught in temporary accommodation while work on the old building takes place.

Clearly, although these developments will result in massive improvements, there will be some inevitable short-term disruption in accommodation. The purpose of this letter is to outline the arrangements we have planned for our move this summer, and the consequences for your children's schooling.

Our planned timetable is as follows:-

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| Tuesday 20 July | - End of Term for students / staggered dismissal from about 3pm |
| Wednesday to Friday
21 to 23 July | - Staff pack for move to new accommodation and clear out all materials/equipment not required. |
| Saturday 24 July to
Sunday 5 September | - No staff access to old school buildings |
| Tuesday 24 August | - Issue of examination results (detailed arrangements issued separately) |
| Monday 6 September to
Thursday 9 September | - Staff unpack and prepare new accommodation for new school year and Staff Training Day |
| Friday 10 September | - Staggered return of students (by year group) - induction to new school year and orientation to new layout |
| Year 7: 08.30 to 3.15
Year 8: 11.45 to 3.15
Year 9: 1.15 to 3.15
Year 10: 9.30 to 12.15
Year 11: 10.15 to 12.15 | Pupils should arrive at the old dining centre where they will be registered. Lunch in our new dining facilities will be available to all students. Year 7 students should remain on the school premises during lunchtime. |
| Monday 13 September | - Normal school day - students commence new timetable. |

I appreciate that these arrangements will result in a longer than normal summer break for most of our students (6th Form Entrants will not be affected). However, I can assure you that I have made every effort to squeeze our removal into as few days as possible in order to keep closure days to a minimum. And, of course, the disruption will be more than compensated for by the improved quality of our new provision.

I also appreciate that our arrangements might well cause disruption to parents in terms of child care arrangements. I can only ask for your forbearance and I am confident you will understand the challenge we face over the summer ahead.

I am, as always, available (via the school office) should you wish to discuss any aspect of this letter. I look forward with confidence to this exciting, new chapter in the development of our school!

Yours faithfully

A handwritten signature in black ink that reads "K. Gibson". The signature is written in a cursive, slightly slanted style.

K A Gibson
Executive Head Teacher