

CD/CHS
17th October 2011

Dear Parent/Guardian

As we approach the end of our first half term of the school year I would like to thank you for your support and update you on information and a few school procedures which assist in the smooth running of the school.

Absence Reporting - If your child is ill and unable to attend school please ring 387336 to report this directly to Mrs Cartwright our Attendance Clerk. If she is not at her desk please leave a message.

Reporting Late - The school gates will close at 8.50am in the morning, any child coming in after this time should report late to Mrs Cartwright and collect a 'late slip' as soon as they come into school.

Pupils needing to leave school early - Please can I politely ask that parents make any necessary arrangements, with regard to a pupil needing to leave school early for an appointment etc), well in advance wherever possible. We cannot guarantee that a pupil can be located if this is left to the last minute.

Parking - When waiting for your child to come out of school at the end of the day can I please ask that you are mindful of access of local residents into and out of their drive-ways.

Dates for your Diary

24 th - 28 th October 2011	Half Term
Monday 31 st October	P D Day
Tuesday 1 st November	Return to School
Thursday 3 rd November	Yr 8 Girls Vaccinations
Thursday 3 rd November	Yr 10 English Language & Literature Controlled Assessments
Thursday 10 th November	Yr 11 English – An Inspector Calls Theatre Trip
15 th & 16 th November	Yr 7 R.E. Trip
Thursday 17 th November	Ex Year 11 (10-11) Presentation Evening
Wednesday 23 rd November	Directions/Careers Event
5 th – 13 th December	Yr 11 Mock Examinations
Thursday 8 th December	Yr 10 English Controlled Assessments
Thursday 13 th December	Yr 11 English/English Lang & Lit Controlled Assessments
Thursday 13 th December	Yr 7 English - Alice in Wonderland Theatre Trip
Wednesday 14 th December	Carol Concert – Christ Church, Wellington

Once again I would like to thank you for your continued support in making this such a successful start to our new academic year and wish you a good half term break.

Yours sincerely

C Davis
Headteacher