

24/11/2023



Dear Parents and Carers,

I am writing to update you on a change to our finishing time at the end of the Autumn term. This is taking place across all of our IFTL Trust Schools.

On **Friday 22<sup>nd</sup> December** the school will close after lunchtime. The children will have their lunch in school as normal prior to leaving.

Normal collection arrangements will remain in place on this afternoon. Parents will need to collect the Year 3 and Year 4 pupils from the playground. Year 5 and Year 6 pupils will exit the school via their usual gate.

The children will need to be collected at the following times:

**Year 3 - 1. 30pm**

**Year 4 – 1.15pm**

**Year 5 – 1.15pm**

**Year 6 – 1.15pm**

**There will be no Kidz Club provision on this date.** If you have already booked a session on this day, a refund will be made to your account.

Kind regards,

*Lucy Eldridge*

Head of Two Mile Ash School