18th October 2016

Dear Parent/carer

As part of our intervention programme for year 11 students, we run mentoring sessions at regular times through the school year, when year 11 students have the opportunity to meet with their mentor and discuss their progress and any barriers that may be presently inhibiting performance. We have run these sessions for some years now with year 11 students and have found them to have a positive impact.

To facilitate the meetings, it is necessary to close the school slightly earlier than the normal 3.00 pm finish time, since this allows time for all staff to meet with their mentees during the school day. Consequently, school will finish early at **2.40pm on Thursday 20th October** to all students in year 7 – 10. Lessons will run as normal throughout the day, with students dismissed from class at the end of lesson 5, rather than going to form.

Year 11 students are required to stay until their mentoring session is completed, which may be beyond 3.00 pm.

For your advanced notice, the next mentoring session is scheduled to take place on Thursday 2nd February 2017 where the same early closure will apply.

I would like to thank you for support in this. I appreciate that it causes some inconvenience to younger students but hope they understand the positive impact it has on their senior peers.

Yours sincerely



Miss S Asquith

Principal