



Tuesday 18th June 2019

Dear Parent/Carer,

I am writing to inform you that the school will close early next Monday (24th June) in order that staff and other community members can attend the funeral of Mrs. Val Jago (the previous head teacher).

School will close at 12:45pm. If your child has a packed lunch and you would prefer for them to be collected at 12noon, this can be arranged. There will be no Nursery provision on this date.

Please note that all pupils must be collected by an adult listed on our records. It is essential that we receive the slip below from all parents so that we can make the handover as smooth as possible.

Many thanks for your co-operation.

Mr. E.P. Jackson
Head Teacher

Early school closure on Monday 24th June 2019

My child will be collected at 12:30pm
12 noon (please tick one box).

_____ (NAME OF ADULT) will be collecting my child.

I will contact the school office directly if this changes.

NAME OF CHILD _____

PARENT SIGNATURE _____