



20 November 2020

Dear Parent/Carer,

Ref: Early Closure on Friday 27 November 2020

I am writing to inform you that school will be closing early on Friday 27 November 2020, at 12 noon. The early closure is due for two reasons;

- 1) To ensure that the classrooms and shared areas can be deep-cleaned.
- 2) Staff planning time - I am sure you are aware that our year 4 and 5 bubbles have been closed, which in turn causes staff shortages and not enough people to cover for this essential time.

Due to the early closure on this day the children will only be offered a cold option menu choice (Sandwiches).

School will be closed on Friday 4 December for an Inset Day (no children in school).

We apologise for any inconvenience caused.

Kind Regards



Mr I Tankard
Head of School