

HRH/CAK

15 September 2016

Dear Parent/Carer

I am writing to inform you that on Thursday 6 October 2016, the school day will be finishing at 2.20 pm (the end of lesson 5). The reason for this is to enable preparations to be made for an open evening for prospective pupils and their parents, which will be taking place later that day. There are a large number of pupils involved in the evening and the early finish will also allow them sufficient time to travel home and return to school for 4.30 pm.

School buses supplied by "Mass Bright Bus" to Barnby Dun and Hatfield have been re-timed to leave school at approximately 2.20 pm. Unfortunately, the buses to Kirk Sandall and Thorne cannot be re-scheduled. Therefore, pupils will have the option of waiting in school for these services, or making their own arrangements to get home. The LA Transport and Pupil Support Directorate has been informed of the change and they will arrange for taxis to be re-scheduled for pupils who travel to and from school this way.

Yours sincerely

**H REDFORD HERNANDEZ**  
**Headteacher**

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**REPLY SLIP: Please return to Form Tutor**

I acknowledge receipt of the letter informing me that school will finish at 2.20 pm on Thursday 6 October 2016

Pupil's Name: ..... Form: .....

Signed: ..... Date: .....  
Parent/Carer