

PC/kd

Wednesday 16<sup>th</sup> December 2009

Dear Parent/Guardian

**End of Term Arrangements**

This is a brief letter to notify you of the end of term arrangements.

Our last day of term, Friday 18<sup>th</sup> December, will be an optional non-school uniform day for students. Students who do not wear uniform will be required to make a minimum donation of £1 and all money raised will be donated to a local charity.

College will also finish early on this day at 1.30 pm.

Yours sincerely

P Cook  
Headteacher