



19<sup>th</sup> November 2024

Dear Parents / Carers

I am writing to remind you that Friday 29<sup>th</sup> November is an INSET day so students should not attend school that day.

On Thursday 28<sup>th</sup> November 2024, St Bernard's High School is holding its Sixth Form Open Evening between 6.30pm and 8.30pm. All KS4 students and their families are welcome to join the external visitors who attend in exploring the many opportunities available in our successful Sixth Form. All prospective Sixth Form students must be accompanied by an adult.

To prepare the site for the evening, school will finish on 28<sup>th</sup> November 2024 at 1.50pm. To safeguard the students, I would be grateful if you could make suitable arrangements for your child to be collected at 1.50pm or to make their way home independently. As always on these occasions, if for any reason your child is unable to leave at 1.50pm senior staff will be available to supervise until the end of the day at 3.20pm. If this is the case, please complete the slip below which should be given, by your child, to their form tutor by Monday 25<sup>th</sup> November 2024.

Yours faithfully

**Mrs A Moise-Dixon**  
Headteacher

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Please complete and return this slip to your daughter/son's form tutor, by Monday 25<sup>th</sup> November 2024, if your daughter/son is unable to leave school at 1.50pm on Thursday 28<sup>th</sup> November 2024.

**NAME:** ..... **FORM:** .....

**Re: Early School Closure on Thursday 28<sup>th</sup> November 2024**

I am unable to make arrangements for my child to leave the school at 1.50pm on Thursday 28<sup>th</sup> November. I would like the school to supervise my child in school until 3.20pm.

**SIGNED:** ..... (Parent / Carer)