



17th November 2025

Our ref: HEB/hsa

Dear Parents / Carers

I am writing to remind you that Tuesday 25th November and Friday 5th December are INSET days so students should not attend school those days.

On Thursday 4th December 2025, 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 Thursday 4th December 2025 at 12.30pm. To safeguard the students, I would be grateful if you could make suitable arrangements for your child to be collected at 12.30pm or to make their way home independently. As always on these occasions, if for any reason your child is unable to leave at 12.30pm 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 1st December 2025.

Yours faithfully

Mrs H Barnes
Headteacher

Please complete and return this slip to your daughter/son's form tutor, by Monday 1st December 2025, if your daughter/son is unable to leave school at 12.30pm on Thursday 4th December 2025.

NAME: **FORM:**

Re: Early School Closure on Thursday 4th December 2025

I am unable to make arrangements for my child to leave the school at 12.30pm on Thursday 4th December. I would like the school to supervise my child in school until 3.20pm.

SIGNED: **(Parent / Carer)**