



WILLIAM ELLIS SCHOOL
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HEADTEACHER: MR SAM WHITE

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19th September 2018

Dear Parent/Carer,

The new school year is now well and truly underway and I hope that your son or daughter has settled back well into the school routine.

Early close on Thursday, 27th September and INSET day Friday, 28th September

On the evening of Thursday 28th September we have an open evening for prospective year 7 students and the school will be closing at lunchtime to enable us to prepare for the event. All boys will be dismissed at 1.10pm. Year 7 boys will have an early hot lunch. Boys in years 8-11 may have a cold lunch at 1.10pm but all boys must be off-site by 1.45pm.

Students in the joint sixth form should check with their teacher if they are required to attend their Period 5 lesson on Thursday 27th September.

On Friday 28th September there is a staff in-service training day. There will be **no lessons** for all students.

We are not planning any further early closures or late starts this term except, as usual, on the last day of term – Friday 21st December, when boys are dismissed at lunchtime. We will let you know any plans for early closures/late starts for the Spring and Summer terms with as much notice as possible.

I look forward to working with you all this year and look forward to seeing you at some of the events this year.

Yours sincerely,

Mr S White
Headteacher

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