

8 July 2019

Dear Parent/Guardian

Arrangements for the End of the Summer Term & the Start of the New Academic Year

Students will be dismissed from school at 12:00pm on Friday 19 July. Students should wear normal school uniform. Buses have been booked early and will leave school at 12:15pm. A cold food service will be provided at break time but there will be no lunchtime catering service.

A reminder of our INSET days on Monday 2 and Tuesday 3 September. The online booking system for making your appointment for Parent Tutor Day on Wednesday 4 September is currently open, further details may be found on our website. **Please note, the booking system closes at 11:55pm on Friday 19 July.** All students will be issued with their timetable during their appointment on Parent Tutor Day. Students will also be able to access their timetable via their Google calendar from Monday 2 September.

The new Autumn term will start at 8:30am on Thursday 5 September 2019 for all students. As last year, students will go straight to lesson 1 on the first day of term.

On behalf of all the staff at Westfield Academy, may I wish you a lovely summer.

Yours faithfully



Mr S Dallimore
Headteacher



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