

Ref: ABI/LPA

19 November 2020

Dear Parent/Carer,

I am writing to inform you of our decision to move the inset day currently scheduled for the 4th December 2020 forwards, to the **27th November 2020**.

Please accept my apologies for this change but this is to ensure that (i) staff are given the appropriate time to mark and moderate the year 11 mock exams accurately / ensure students who have may have missed exams are given the opportunity to complete them (i.e. those who may have been forced to isolate with their families etc) and also (ii) to help us complete all our virtual APDR (Assess, Plan, Do, Review) meetings for the SEN students we serve across the academy – which will ensure that as a school we are doing our very best for these students and their families - as we will be able gain valuable input from all staff/stakeholders (Please be advised that our SEN department will contact you with an appointment time if you are part of this process).

Following an anxious start to the academic year for many of our students and with mock exams nearing completion, this inset day will also provide many (particularly our year 11 cohort) time to rest and recuperate. Academic home learning will be uploaded onto Microsoft Teams for students to work on from home.

Thank you for your understanding with this decision and I apologise for any inconvenience this alteration may cause.

Yours Sincerely



Mr A Bissoo
Principal