

JG/BAP
13th December 2017

Dear Parent/Guardian,

End of Term Arrangements

The Autumn Term ends on Wednesday 20th December 2017; lessons will start at 8.40am, with Lessons 1 and 2 taking place as normal. A 15-minute break will follow, with the second half of the morning being given over to the Christmas Service and form time. Students will be dismissed at 1.00pm.

Students entitled to free school meals will be catered for, as will those who book a meal in advance. The taxi firms have been advised of the earlier finishing time so that normal transport arrangements can take place.

Please note that Tuesday 2nd January 2018 is a staff training day and **students should return to school at the normal time on Wednesday 3rd January 2018.**

May I take this opportunity of wishing you, on behalf of all the staff at St Michael's, a Merry Christmas and every good wish for the New Year.

Yours sincerely,



Mrs J Gray
Headteacher

Headteacher: **Mrs J Gray, MSc, NPQH**

St Michael's Church of England High School • Rowley Learning Campus • Curral Road • Rowley Regis • West Midlands • B65 9AN
Telephone: **0121 561 6881** • Fax: 0121 561 6882 • email: contact.staff@st-michaels.sandwell.sch.uk