

Dear Parent/Guardian

**STAFF TRAINING DAY CLOSURE  
MONDAY 19<sup>TH</sup> FEBRUARY 2018**

As you know, government legislation compels us to close for several days in the year for the purposes of staff training.

To minimise disruption to students, we have tried very hard to reduce the inconvenience that these days can cause. On Monday 19<sup>th</sup> February 2018 there will be a day's closure linked to staff training.

Colleagues in local primary and junior schools ask that our students do not visit them, when we are closed for staff training, during these days.

All key dates for the academic year can be found on the College website. You can access these dates if you go to the fast tab – entitled key dates.

Yours sincerely

Mrs S Bennett  
Headteacher