



11 September 2018

Dear Parents & Carers,

We would like you to be up-to-date with our out-of-school procedures.

- 1. Years 7 to 11** pupils are not allowed out of School during School hours or lunchtimes (except to go to Madeley House, the Games field or Sports Hall), unless a request for absence is made by the parents or carers for a particular circumstance i.e. dental/medical appointment, Music exam.
- 2.** No pupils are allowed into the Park, even on their way to Games. They are also not allowed to visit the chemist shop in Granville Street.

We are anxious that the pupils should understand that these rules are made for their safety and we will talk to them accordingly. We also ask parents to discuss the rules with their child.

With many thanks for your co-operation in this matter.

Yours faithfully,

Mr D Ayling
Headteacher