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8<sup>th</sup> December 2020

Dear Parent(s)/Carer(s)

**Re. Friday, 18<sup>th</sup> December 2020 Additional INSET Day (8<sup>th</sup> December 2020)**

The Department for Education has just announced that they are granting schools an additional INSET Day to be taken on Friday, 18<sup>th</sup> December 2020. I am writing to inform you that the school has decided to accept this offer and therefore the school will finish for Christmas at the end of the day (15:00) on Thursday, 17<sup>th</sup> December 2020.

This decision has been made by the government to minimise the need for schools to continue contract tracing over the Christmas break; finishing on 17<sup>th</sup> December means that this task will not need to go beyond Wednesday 23<sup>rd</sup> December. We have also decided that, due to an increase in cases in the school community, it would be wise to finish the term sooner rather than later to reduce the risk of staff and pupils having to self-isolate over the Christmas period.

The INSET day will consist of online staff training and, as such, the school will be closed on Friday, 18<sup>th</sup> December 2020.

I recognise that this does not give families much time to organise childcare arrangements but hope you agree that this is a welcome announcement at a difficult time.

Thank you for your continued support.

Best wishes

Mr Jeremy Scott

**Headteacher**