

4 June 2018

Dear Parent / Carer

RE: Year 11 Leavers' Assembly

As your child comes to the end of their time at Birches Head Academy, may I take the opportunity to thank you and your child for all of your hard work over the years. Although I have only worked with Year 11 since September, I have been impressed with their character and sense of community.

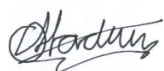
On Tuesday 12 June we will be holding a celebratory assembly for Year 11 which will conclude at 12:00 noon when students will be allowed to leave the school site. There is no requirement for them to attend timetabled lessons after this time. However, all students are expected to still attend booster sessions prior to their exams.

Students are required to attend the assembly wearing full school uniform. At the assembly, they will have the opportunity to say their goodbyes to peers and staff, sign leaving books and shirts.

For the purposes of shirt signing students are requested to bring in a **spare** school shirt which should be used for signing, students are asked not to wear a signed shirt in or when leaving the school.

Please can I remind you, that if students have a locker and would like to return their key for the return of their deposit, this must be done prior to 12th June.

Yours sincerely



Mr O Harding
Head of Y11