



17 November 2025

Dear Parents and Carers,

School Coach Change of Departure Time

We are looking to move the departure time of the school coaches from 3.20pm to 3.30pm with effect from Monday 05 January 2026. The current departure time, being very close to the end of the school day, has resulted in students having to rush to meet the coach. This can cause unnecessary pressure and has occasionally impacted on the ability of staff to complete brief follow-up work or provide additional support to students at the end of lessons.

The new departure time will allow students sufficient time to conclude their school day calmly, meet with teachers if required, and still board transport in a timely manner for their journey home.

Feedback from parents and carers is very important to us. Please feel free to provide feedback in the comment box by clicking on the form below by 10am on Friday 21 November 2025.

[School Coaches - Comment Box – Fill out form](#)

Arrangements for the Last Day of Term

The last day of this term will be Friday 19 December 2025, when school will finish at 12.15pm.

All coaches provided by the transport service will pick students up at school from 12.15 pm there will be the usual provision at morning break but there will be no provision at lunchtime. Students entitled to free meals may collect them at morning break.

Next Term

Please note that the new term starts at 8.35am on Monday 05 January 2026.

Yours faithfully,

Lee Cornwall
Acting Headteacher