

12th December 2019

Dear Parents/Carers

ARRANGEMENTS FOR THE END OF TERM – DECEMBER 2019

As we reach the end of our first term of this academic year, it is my pleasure to confirm the arrangements for Friday 20th December 2019, for your information.

The school day, and term, will come to a close at **3:00pm on Friday 20th December**. Students should leave the college as soon as they are dismissed as the site will be closed shortly thereafter and will remain closed for the duration of the Christmas break.

The traditional Christmas lunch for interested students will be served during recess 2 on Thursday 19th December. More information can be obtained from form tutors and our catering team.

We invite any students who wish to, to wear suitable Christmas jumpers on Friday 20th December and make a £1 per head donation in aid of "Save the Children". Jumpers should be inoffensive in design and not bear any unsuitable motifs or legends. Students who choose not to wear festive knitwear should wear their normal uniform please. Students will be taught according to their regular timetables for periods 1-4, inclusive, on this date. Period 5 on Friday 20th December will be an extended tutor period and tutor groups will decide, with their form tutors, how they wish to spend this time. Students will keep you personally updated about this as arrangements are made.

Please kindly note that late buses will only run on Tuesday of next week, 17th December. There will be no late service on Thursday 19th December.

We re-open our doors to all students for the commencement of the Spring term on **TUESDAY 7TH JANUARY 2020 at 8:40am.**

Thank you for your support during 2019. On behalf of everyone at Tavistock College we wish you a very Merry Christmas and a peaceful and happy New Year.

Yours sincerely



Mrs B Manning

Vice Principal

Designated Safeguarding Lead

Designated Teacher for Looked After Children

Together; we care, we challenge, we excel