



Looe Community Academy

Sunrising, East Looe, Cornwall PL13 1NQ

Telephone: 01503 262625

Fax: 01503 265435

Email: enquiries@looe.cornwall.sch.uk

Acting Headteacher: Mr S Yalden BSc (Hons)

Our Ref: SYA/HWI

11 June 2018

Dear Parent/Carer

Year 11 Leavers' Day – Friday 15 June 2018

I am writing to provide further details about Friday 15 June when it will be the last opportunity for Year 11 students to be together as a year group.

Students will have special assemblies and also have the chance to celebrate their last day with a celebratory BBQ. Year 11 students, with their parents'/carers' permission, are able to **leave at 2.30pm** on this day. Students who catch a bus will of course be able to stay until the end of the day.

If you wish us to be aware of any different or special arrangements in respect of the earlier finish time, then please do let us know. Otherwise we will assume that you give your consent for your child to either leave at 2.30pm independently or wait in school for their usual transport at 3.10pm.

From Monday 18 June study arrangements will be altered and your child will be expected to attend school only for examinations or for revision sessions. Private study rooms available exclusively for Year 11 are the Small Hall and Library, where there are also computer facilities. Year 11 will be expected to sign in and out of the building at Student Services each day they attend school.

I would expect the same high standard of behaviour, school uniform and positive attitude during these final weeks. Non-compliance will threaten attendance at the Prom on Friday 22 June. Please check your child's examination timetable and alternative timetable arrangements carefully and ensure your child has signed in ready for their exam and waiting in the Small Hall at least 15 minutes before the exam is due to start. Your child will need to complete their leaving form and see each member of staff who taught them to sign off their return of books, locker key etc. This should be done by Friday 22 June. Examination results will be issued on Thursday 23 August at 10am.

Yours sincerely

Mr Scott Yalden
Acting Headteacher

