



## **Looe Community Academy**

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Headteacher: Mrs H R Jenkins BSc

Our Ref: HJ/HWI

21 June 2017

Dear Parent/Carer

### **Change of time for lunch – Thursday 29 June 2017**

I am writing to let you know that due to our Sports, Health and Wellbeing Day on Thursday 29 June, lunch time will change to 1.10pm-1.50pm.

If your son/daughter has a pass to leave the school premises and return home at lunchtime please be aware that they will be home at this time. There will be no change to the start or end of school, and the buses/taxis will be unaffected.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Heather Jenkins', with a large, sweeping flourish at the end.

**Heather Jenkins**  
**Headteacher**