

8th December 2023

Subject: Plans for the last two days of term including an early closure on the last day

Dear Parents and Carers,

I am writing to inform you of the plans we are putting in place for the last couple of days of this term.

On Thursday 21st December, the school day and lessons will start as normal, but from 12.20pm (period 4) students will be taking part in a carousel of festive activities. For the 3rd year running, this will include a hot Christmas lunch (Including a vegetarian choice) provided for free by the academy for all students.

Breaktime on this day will see a limited service from the canteen with only cold food being served.

We are encouraging our students to wear Christmas jumpers/T-Shirts or festive colours on this day instead of their normal uniform but politely remind all students and parents that we need to dress appropriately even in non-uniform circumstances. More information and plans will be shared with students during form time over the next week.

In the spirit of the upcoming unique and later than usual finish to term, so close to the holiday season, we, along with all schools and the central team in the Fairfax Multi Academy Trust (FMAT) have decided to adjust the school day on Friday, December 22nd.

The decision to align our schedule with other local institutions closing on this day aims to provide a more cohesive experience for our students and facilitate easier coordination for families on the last working day before the holiday season.

Here are the details of the revised schedule for Friday, December 22nd:

School will commence as normal at 8:30am and will end at 12:30pm. Friday will also be non-uniform. Whilst there is no expectations, we would politely ask for a £1 donation for the two days of non-uniform that we will donate to The Smiths Wood food bank, which may just help a few families have a brighter Christmas.

We understand the importance of family traditions and the joy that the holiday season brings. We hope that this adjustment will allow you and your family to make the most of this special time together.

As during times of lockdown and snow days, there will be provision in school for students up until the usual finish time of 3pm if they are unable to leave early. If you would like to discuss this provision, please email k.tucker@smithswood.fmat.co.uk by

Friday 15th December. The school will be operating a normal lunch service on this day at an earlier time of 11.30, please note there will be no break time during this shortened day. A full timetabled itinerary will be shared with students and parents for both days next week.

If you have any questions or concerns regarding this change, please feel free to reach out to us using the MCAS app or by email to your child's year team. We value your understanding and support as we strive to create a positive and enjoyable learning environment for our students.

Thank you for your continued partnership with Smith's Wood Academy, and we wish you and your family a joyful holiday season when it arrives.

Yours Sincerely



Mr S Huntington
Principal