



Westfield Arts College



1st April 2019

Dear Parents & Carers,

Year 11 leavers 2019

The national official leaving day for **Year 11 is Friday 28th June**. This will therefore be the last day of school for all Year 11 students leaving Westfield this July and not returning in September.

Unfortunately we cannot accommodate any leavers beyond this date.

Any year 11 student moving on to our Sixth Form will need to stay on at school to participate in transition activities.

All parents/carers are responsible for informing transport as to whether their child will need transport or not for the rest of the term. A separate letter will be coming home regarding school transport for the Sixth Form. Please note that transport for Sixth Form students is not free and requests for transport need to be submitted by 31st May 2019. If you would like your son/daughter to become more confident in travelling independently and engage in Travel Training with Mike Goulden from the Local Authority, please do let me know.

Please complete and return the attached slip to confirm that you have received this letter and also ensure school transport are aware if your child is leaving. Do contact me if you have any questions.

Yours sincerely

Karen Bidwell
Deputy Headteacher

Year 11 Leaving Date: Friday 28th June 2019

Name of Student:.....

I confirm receipt of the letter notifying the last day of term for students leaving Westfield. I have notified school transport.

Signed Parent/Carer Date



Headteacher: Andrew Penman

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