



4th December 2025

Dear Parent/Carer,

Early Christmas closing

We are finishing for Christmas on Friday 19th December at 1.30 pm.

If your child is entitled to a free school meal, please ask them to let the Catering Team know by **12th December** so that a packed lunch can be provided for them.

Getting home:

- If your child normally goes home on one of the school minibuses, they will leave school at 1.30 pm so you can expect your child home sooner than normal.
- If you collect your child, please make arrangements to collect them at this earlier time.

If you need your child to remain in school until 3.15 pm because you are unable to make alternative arrangements, then you must email: sspp@sspp.lincs.sch.uk. Please include your name, your child's name and the reason for them having to remain in school. We can then keep a register of students who are not leaving early and therefore provide adequate supervision. **Please email before Friday 12th December.**

Yours sincerely

Mrs C F Hewerdine
Headteacher