



20th January 2023

Dear Parent/Carer

Thank you for the many kind words and condolences that have been forwarded to us regarding the very sad news of Mrs Burke's death. It has been an emotional week for many of our staff and students and your support has meant a great deal.

Mrs Burke's funeral will take place on Tuesday 24th January 2023, and we have taken the decision to close college at 2.05pm. This will enable as many staff as possible to attend Mrs Burke's funeral and pay their respects. We are particularly mindful of causing disruption to you all and the significance of closing college to students, even for an afternoon, within days of a national strike, weighs heavily on us. However, we are a college at the heart of our community, and it is important that staff who wish to mourn the passing of a valued colleague and friend are able to do so.

Students will be able to have their break as usual and then they will register prior to being dismissed at 2.05pm. Any student who is not able to make their own way home at 2.05pm will be supervised by the staff who remain in college until 3.00pm. We are in discussions about early buses and will confirm details on Monday lunchtime.

We will ask staff to set your child work on Teams for period 5 and ensure that they have time to complete that with a suitable deadline.

Yours faithfully

Simon Warburton
Principal