

5 July 2018

Dear Parent/Guardian

Dining Facilities – w/c 16 July 2018

Earlier this year we were successful in obtaining funding to replace the school's kitchen with modern new facilities.

This work is planned to take place during the summer break however, we are planning to bring the start date forward to reduce the risk of the project over-running and thereby avoiding greater disruption in September. This will mean that the kitchen and dining hall will be closed week commencing 16 July and the catering staff will not be able to provide hot food for pupils.

To ensure that we can provide lunch for our pupils, we will continue to sell sandwiches, drinks and cold snacks during the week from a temporary base, to be confirmed. Pupils may pre-order their sandwiches each day for collection at lunch and there will be a limited supply of 'buy as you go' sandwiches available. Pupils entitled to free school meals will be provided with a packed lunch, which they can pre-order for collection.

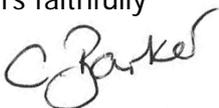
We currently open up the Assembly Hall for pupils who have packed lunches and, during the refurbishment, there will be extra tables and chairs moved into this area, as well as the Auditorio, to accommodate additional pupils.

We anticipate minimum disruption this last week of term with many pupils out on trips and the Year 11 pupil's no longer on roll. Further updates, where necessary, will be emailed to parents and published in the school newsletter, and pupils will also be informed in their form groups.

The project is expected to be completed before the new term starts on 4 September 2018. Any changes to this will be communicated to parents in the last week of the summer holidays via email, the school website and social media.

In the meantime, I would like to thank you in advance for your understanding in this matter which will allow us to continue to provide fresh healthy food and speed up service to the benefit of all pupils.

Yours faithfully



Mrs C Barker
Business Manager

