



# Priory School (Foundation)

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Headteacher: Mrs. J. Laver



November 7<sup>th</sup> 2018

Dear Parent / Carer,

I am writing to inform you that the school will need to close on **December 20<sup>th</sup> 2018 at 3.15 pm/3.30 pm** rather than at lunchtime on December 21<sup>st</sup> 2018. This is due to a requirement to carry out safeguarding training for all staff.

I apologise for any inconvenience that this may cause you but the training is as a result of unforeseen circumstances which have arisen since October half term.

Yours faithfully,

A handwritten signature in black ink that reads 'Jacqueline Laver'.

Jacqueline Laver  
Head Teacher

