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Donnington Road, Kenton, Harrow, Middlesex, HA3 ONB Tel: 020 8907 8828 Fax: 020 8909 1161

*e-mail:* [schooloffice@stgregorys.harrow.sch.uk](mailto:schooloffice@stgregorys.harrow.sch.uk) *website:* [www.stgregorys.harrow.sch.uk](http://www.stgregorys.harrow.sch.uk)

*Headteacher:* Mr A Prindiville M.A. (Ed), NPQH *Chairman of Governors:* Mr A J Frederick *Trustee* Diocese of Westminster

AP/MB

9<sup>th</sup> December 2011

Dear Parents

### **End of Term Arrangements**

As you know, work is now well under way on the building of our New Sixth Form Block (which will open to students in the Spring of 2012). I have though, been informed by our builders that work will soon have to be suspended unless the gas supply to the old caretakers house can be “capped”. Unfortunately, the only dates that our Gas provider can do this essential work on are Monday December 19<sup>th</sup> and Tuesday December 20<sup>th</sup>. During which time the gas supply to a large section of the school will be shut down and we will not be able to provide heating in 32 classrooms.

Consequently, having assessed the timetable for these days and having discussed this matter at length with members of the Governing Body, I have decided that we can only remain open for students in Years 7, 8, 12 and 13, who will all be expected to attend school on these days. Term will then end, as originally planned, at 1.00pm on Tuesday December 20<sup>th</sup>.

The school will therefore be closed on December 19<sup>th</sup> and 20<sup>th</sup> to students in Years 9, 10 and 11. I would urge you to ensure that students spend their time on these days on homework, coursework or SAM Learning.

The decision to close the school or send students home is never taken lightly and I am aware that school closures cause great inconvenience for parents and carers, so I am writing to give you advance notice of this work at the school. If there are any developments in the situation leading to alterations in this arrangement, I will notify all families as soon as possible. School will, as originally planned, open to **all** students again on Monday January 9<sup>th</sup> 2012.

With thanks for your continued support and best wishes for a Happy and Holy Christmas.

Yours sincerely

A PRINDIVILLE  
HEADTEACHER