

# CITY OF DERBY ACADEMY

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Headteacher: Mr P Smith



Monday 17<sup>th</sup> December 2018

Dear Parents/Guardians

## End of Term Arrangements

Friday 21st December will be the last day of term. The school day will finish at 12:15.

Students are required to wear uniform. Students are aware that extra non-uniform days will only be granted if they keep the school free of litter.

During the morning there will be a staff pantomime, students will have the opportunity to watch this.

I would like to take this opportunity to wish you all a very enjoyable Christmas and a Happy New Year.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'P. Smith'.

**Mr Smith**  
**Headteacher**