7th December 2020

Dear Parent/Carer,

We have all faced unusual challenges recently, due to the Covid-19 pandemic; despite this, you have continued to support Studio West and I would like to personally thank you for this. As we draw to the close of this term, I would like to inform you of the arrangements for the end of term.

**Events on Wednesday 16th December 2020**

**Christmas Jumper Day**

This will be on Wednesday 16th December 2020 and students are encouraged to wear a Christmas jumper on this day, along with black jeans, trousers or skirt. If students wish to wear ‘seasonal outfits’ this is permitted. There is a suggested donation of £1 to Crisis Newcastle Charity.

**Christmas Lunch and Festive Activities**

Festive activities will be followed by a Christmas lunch and an early finish at 1.30pm. Please be advised that there will be a vegetarian option, but no other food will be available. As has been the case this term, meals will be brought to students at their table in the Dining Halls, which avoids the need for queuing. **The Christmas lunch is £2.10 which we ask that you pay using SIMS Pay, our new online payment system. The usual arrangements for those entitled to Free School Meals will be in place.**

**Christmas Holidays and the New Term**

Students break up for Christmas at approximately 1.30pm on Wednesday 16th December 2020 following the day’s activities and a Form Tutor period.

**The New Term**

School will resume normal teaching on Monday 4th January 2021 which is a Week A timetable. As always, we expect students to arrive at school in good time for the start of lessons at 8.45am. Breakfast Club will be available as usual at 8.00am.

Please be advised that on Fridays, from 8th January 2021, the school day will finish for students at 2.00pm. This is temporary to enable staff to meet Covid-19 regulatory demands. Lessons for this day will have a small reduction in time to ensure students will still access 5 periods of learning.

On behalf of everyone here at Studio West, I would like to take this opportunity to wish you and your families a Merry Christmas and a Happy New Year.

Yours faithfully,



Mrs Wigham

**Principal**