



**The Albion Academy**

The best in everyone™

Part of United Learning

## **Open Evening – Early School Closure**

Date 20th September 2019

Dear Parent/Carer

I write to inform you that school will finish at the end of Period 4 on Thursday 26th September 2019. This means that students will finish school at 1.20pm. Lunch will be provided for all students in receipt of a free school meal and any other students who wish to stay for dinner. We request that all students have left the school by 1.45pm.

The decision has been taken to ensure that staff have adequate time to prepare for our annual opening evening which starts at 4.00pm on Thursday 26<sup>th</sup> September 2019.

As many students are involved in the event until 7.00pm, we want to ensure that students have an adequate break before they come back to school.

I know that many of our students have younger siblings at primary school and many of you might not have visited the school for some time. I would therefore invite all parents to visit us on Thursday evening.

A warm welcome awaits you at Albion Academy.

Yours faithfully

Andrew O'Brien  
Executive Principal

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