



Sir John Cass's Foundation  
Primary School  
Headteacher: Mr T Wilson

Monday, 02 July 2018

**Who is this letter for?** Everyone!

Dear Parents and Carers,

**Re: Summer works at the school**

I wanted to write to you to let you know that there are a number of things happening at the school over the Summer holidays. The school's boiler will be replaced, part of the roof will be renewed and the Library is to be refurbished. We are hoping that all of these projects will be completed ready for the children's return in September.

As a result of these projects we have needed to make two changes to our summer holiday provision:

1. You will have noticed it will be operating for 3 rather than 4 weeks this year. This is because we need some time on site without children being present.
2. There may be times when there wont be anyone in the school office. We have therefore arranged for two mobile phone numbers to be made available to Holiday club parents and Nursery parents in the event of an emergency or if they need to contact the school for any other reason. You may still try the school phone first but you should note down the direct numbers for Toby and Georgina. From September, 2018 we will revert to the normal arrangements.

Georgina in Nursery (CCFC): 07912 041 669

Toby in Playcentre Holiday club: 07768 071 0685

If you have any questions about this please do not hesitate to contact me prior to the end of term.

With thanks,

**Lizzie Webb**  
School Business Manager

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