

December 2016

Dear Parent/Carer

DETAILS REGARDING LAST DAY OF TERM CHRISTMAS 2016

College will be finishing at **14:00 hours on Friday 16th December 2016**. We have organised for County transport to convey student's home at 14:10 hours. However your child's regular bus will have to leave at the normal time and cannot arrive earlier – unfortunately this is the case for about 20 students within College.

There are two options open to you and your child as follows:

1. Your child will remain in College supervised by Honiton Community College staff until 15:00, whereupon their regular bus will transport them home as per normal.
2. You will organise alternative travel arrangements so that your child can arrive home safely. Obviously, this will allow him/her to finish College on the last day of term at 14:10 hours, along with the rest of the student body.

It is essential that you inform Mrs Clements, Student Office by Tuesday 13th December 2016. You can email her at mclements@honitoncollege.devon.sch.uk alternatively you can telephone the College. I must have your decision or I will have to keep your child in College until 15:00 to ensure their safety.

Yours sincerely



Glenn Smith
Principal