

St Matthew Academy

St Joseph's Vale, Blackheath, London SE3 0XX

Head of School: Ms Miranda Baldwin

Head of Primary: Ms Joanna Chick



17 September 2019

Dear Parents and Carers

Early Closure of Secondary Phase – Tuesday 24 September 2019 – 1.50pm.

St Matthew Academy will be holding our annual Open Event on Tuesday 24 September for families looking for new Secondary Schools for their children, in order for staff to prepare for this event pupils from secondary phase will be dismissed at **1.50pm next Tuesday 24th September 2019.**

Our year 11 leavers enjoyed great success during their GCSE's in August and we expect to welcome many potential new pupils and their families to the event.

If your child usually collects a primary pupil please make alternative arrangements. If this is not possible and you need your child to remain in school until the primary phase finishes, **please inform the relevant Director of Learning so we can ensure they have a safe space to wait sensibly for their sibling.**

If your child has been selected to help on the evening they will receive a letter outlining the details with a permission slip which should be returned as soon as possible.

Please do not hesitate to contact the Academy reception if you require any further details.

Yours faithfully

Ms Emma Thurston
Deputy Head Teacher

: 0208 853 6250 : info@stmatthewacademy.co.uk : www.stmatthewacademy.co.uk : @stmattacad

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