

4th September 2020

Dear Parent

Please find attached an outline of the weekly course hours for **Catering L2**. Please note this could be subject to change according to students' maths and English results.

Monday	9.00am – 12.30pm
Tuesday	11.30am – 3.00pm
Wednesday	9.00am – 12.30pm
Thursday	9.00am – 3.00pm
Friday	9.00am – 3.00pm

If students are scheduled to be taught at 9.00am they will be collected at the school gates by their class teacher at 8.50am and escorted off site by a member of staff at the end of the day according to their timetable.

For all classes that are scheduled from 10am onwards students are asked to ring the intercom at the main gate to be let on site.

If your son / daughter accesses supported transport the taxi will drop off on site and will collect them at the end of the day according to their timetable.

A polite reminder for induction week;

Tuesday 8th September – Year 12s only (9.00am – 12.30pm)

Wednesday 9th September – Year 12, 13 and 14 (9.00am – 12.30pm)

Thursday 10th September onwards – course timetabled hours

Yours faithfully

Rebecca Rudkin - Director Post 16