



**Changing Lives  
Learning Trust**

RESPECT · RESILIENCE · ACHIEVEMENT · OPPORTUNITY



Changing Lives Through Learning

Our Ref: AD/SC/0073

13 December 2022

Dear Parent/Carer

I hope your child has had a successful term at West Lakes Academy and is looking forward to the Christmas break.

As is usual at the end of the autumn term, we will finish at the slightly earlier time of **1pm on Tuesday 20<sup>th</sup> December**. Students will attend lessons 1-4 as usual, will return to form rooms at 12.40 pm for a final registration session with their tutor, and will leave the academy site at 1.00 pm.

If your child uses school transport, the afternoon buses and taxis will depart the academy shortly after 1pm.

If your child usually receives a free school meal, they will be able to choose from a range of options provided by the canteen during morning break.

I'd like to wish you and your family a merry Christmas and a happy new year. I look forward to seeing your child back in the academy for the start on the new term on **Wednesday 4<sup>th</sup> January**.

Yours faithfully

Abby Deeks  
**Principal**

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**Part of Changing Lives Learning Trust**

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