

13 October 2016

## **Dear Parents and Carers**

I wish to make you aware of some developments at school. When sixth form students return after Half Term on Wednesday 2 November 2016, we will move into the main new building at the school. However as you may be aware, this is only phase one of our modernisation. Work then begins until June 2017 to modernise the other older buildings which remain. By the end of the process we will have a state of the art school.

Unfortunately, during this second phase of modernisation, we are quite strained in terms of space. This means that until June, The Sixth Form Common Room and Sixth Form Silent Study Room will need to be used as teaching spaces.

Because of this the following temporary arrangements will be in place:

- Sixth Form Students will only be required to be on site for lessons (and morning registration if they have a Period 1 lesson which includes every Monday when they have PSHCE during Period 1).
- Where a student has no Period 1 lesson their first registration in the morning will be their first timetabled lesson. E.g. A student who has a first lesson for the day during Period 3 will only be required to attend from the beginning of that lesson and this will count as their morning registration.
- Sixth Form Students will be allowed off-site between lessons.
- Students who wish to remain on site before, between or after lessons are encouraged to do so and we will publicise available spaces to them in due course.
- Students may also wish to use the public libraries in West Hampstead, Willesden or their local library.

Yours faithfully

Robert Hague

Assistant Head & Director of Sixth Form



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