

An *Active Learning* Trust Academy



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Headteacher: Mrs S. Pritchard

12th January 2018

Dear Parents,

Thank you for your attendance at last night's Burwell Information Evening. I can confirm that the deadline for payment is the **31st January 2018**. We hope this helps.

However, I need to send off final attendance numbers, dietary, medical information and the dormitory plan as soon as possible. **Please ensure you have returned all the necessary information no later than 3pm on Wednesday 17th January. Also, if no form of payment has been made by this date, please also let the office know your child is still definitely coming so they are included in the final numbers. This is highly important.**

In the meantime, if you have any other questions or concerns, please contact me directly at the school. Thank you for your ongoing support.

Yours sincerely

Mr Abbs
Deputy Headteacher