



15 January 2016

Dear Parent/Carer

Personal Development Day

During Personal Development Day on **2 February 2016 and also 14 July 2016**, your son/daughter will be taking part in activities based at Victoria Hall in Saltaire.

Your son/daughter should be in school at the normal time, wearing full uniform. Students should also bring a packed lunch. It is the responsibility of students who receive free school meals to collect their own packed lunch from Café Beans before going to registration.

School staff will walk students across to the venue and supervise for the day. There will be no cost for parents/carers. Students will walk back with staff to school for 3pm; please note we cannot dismiss students from Victoria Hall.

Please complete and return the reply slip below to Student Services no later than **Monday 25 January 2016**. Please could you inform school if there have been any changes in the medical information we have for your child.

Yours sincerely

S.D. Hawkins

Simon Hawkins
Deputy Headteacher

Reply Slip

LBR

PDD: Victoria Hall

Student: _____

Form: _____

My son/daughter can attend Victoria Hall on 2 February 2016 and 14 July 2016.

He/she will bring a packed lunch, or if entitled to a free school meal, will collect the packed lunch from Café Beans before registration.

Signed: _____ (Parent/Carer)

Date: _____

Return the reply slip to Student Services no later than Monday 25 January 2016