



16 January 2015

Dear Parent/Carer

Personal Development Day

During Personal Development Day on **Tuesday 3 February 2015**, 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 to Student Services no later than Friday 23 January. Please could you inform school if there have been any changes in the medical information we have for your child.

Yours sincerely

Simon Hawkins
Deputy Headteacher

Reply Slip

BKE

PDD: Victoria Hall

Student:

Form:

My son/daughter can attend Victoria Hall on Tuesday 3 February 2015.

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 Friday 23 January