

THE LATYMER SCHOOL

Founded 1624



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HEADTEACHER
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Student Name «Name» «F3»
Form «Form»

Dear Parent / Carer,

15th July 2009

Supervised Study and Off Site Permission, Years 10& 11 [2009-11]

«Name» has "supervised study" on «his/her» timetable. Lessons allocated to study occur during the school day and at such times «Name» will be working in a room and will be supervised by a teacher. However, there are some occasions (which vary from student to student, according to where their study periods appear) when these lessons are at the end of the day (i.e. period 8 or periods 7 & 8). At these times it will be possible for «Name» to leave school early **provided** you give your written approval. If this is not given, «Name» will be able to work in the Small Hall until the normal end of the school day.

The early finish should be seen as a privilege and the school will withdraw this should any student's work or behaviour be a cause for concern.

Pupils from Year 10 and 11 have for some years been allowed to leave the school premises at break and lunchtime to visit the local shops. The school allows this privilege on the understanding that pupils return to school immediately after making their purchases. If this condition is not observed, or pupils are found misbehaving, the permission may be withdrawn at any time.

The gates to the school are supervised by duty staff at break, and the part of Haselbury Road adjacent to the school is patrolled by the school's Security Officer at lunchtime. The school provides no other supervision of Year 10 and Year 11 pupils who are off school premises at these times, and accordingly we need your agreement in order to be able to grant this privilege.

We would like to ensure that you wish your daughter/son to have this privilege. Please complete the tear off slip below if you do.

Please return the slip below to the Small Hall collection point by 8.40am on **Friday 16th July 2009**.

Yours sincerely,

Linda Beskeen
Deputy Head, Curriculum

Permission to Leave School Early & Visit Local Shops, Years 10-11 (2008-10)

Student Name «Name» «F3» **Form** «Form»

I do / do not give permission for «Name» to leave school early when «his/her» study periods are at the end of the day

I do / do not agree that «Name» «F3» may leave the school site to visit the Haselbury Road shops, on the terms stated above.

Signature of Parent/Guardian: _____