

Our ref: CFA/CSL/SME/GHA

24 May 2023

Dear Parents and Carers,

Re: Change of date – Year 11 Leaver's Assembly

We wanted to inform you of a slight change in our plans regarding the Year 11 Leaver's Assembly. As stated in the letter sent on Friday 12 May 2023, the assembly was originally scheduled for Friday 7 July 2023. This assembly will now be held on **Wednesday 5 July 2023**.

The reason for this change is due to a significant number of our students who are unable to attend the assembly due to other commitments. We understand that this is an important event for all Year 11 students and we want to support their participation and celebration of this milestone.

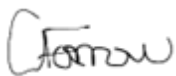
Please note that the times for Leaver's Assembly will remain the same, starting at 1:00 pm until, approximately 2:15 pm. We continue to ask that students begin to arrive at the Academy site around 12.45 pm and make their way, via the canteen doors, up into the Stage Hall ready for the start.

Furthermore, the shirt signing will remain after the Leaver's Assembly. This is to ensure that nobody is excluded, due to exams, by moving the event earlier.

We apologise for any inconvenience this change may cause and look forward to seeing as many students as possible on this rearranged date. If you have any questions or concerns regarding this matter, please do not hesitate to contact me, c.farrow@plume.essex.sch.uk

Thank you for your ongoing support and cooperation.

Yours sincerely,



Mr C. Farrow
Head of Year 11