Executive Headteacher: Mrs L. A. Gwinnett

Ref: 3343 LMA/WWA

29 November 2022

Dear Parent,

Lunch Arrangements – W/C 5 & 12 December
Christmas Lunch – Wednesday 14 December

As we approach the end of term, we would like to give you some information about the final two weeks. Year 11 start their Practice Examinations on Monday 5 December for the last two weeks of term. We know that they have been working hard in class and at home to be prepared and we wish them the very best of luck. In order to administer the examinations, the structure of the school day will change and lunch with start one hour earlier at 12.10 – 12.50pm (3/2 split). Lunch ordering arrangements and the rota will remain unchanged and after Christmas, the times will revert to 'normal' (4/1 split).

We are also delighted to inform you that Burscough Priory Academy catering staff will be preparing Christmas lunch for our students on Wednesday 14 December 2022. The menu will include roast turkey and all the trimmings, a dessert and a drink at a cost of £3.00 per head.

If your child would like to join us for Christmas lunch, please make the payment on School Gateway, listed as 'Christmas Lunch', by Tuesday 6 December at 4.00pm. **Christmas lunch is a separate payment and cannot be deducted from a student's dinner money account.**

If your child is entitled to a free school meal and would like a Christmas lunch, we will ensure that they receive this on the day. This needs to be ordered on School Gateway but there will be a zero charge for it. Please add the Christmas lunch to your basket and confirm your order and you will receive a confirmation pop-up message.

If you would like to request a vegetarian option or if your child has any other dietary requirements, please email enquiries@burscoughprioryacademy.org with the details. Sadly, the School Gateway system does not have the capacity for this to be recorded on it. The deadline for receipt of this information is Tuesday 6 December at 4.00pm.

If your child does not wish to have Christmas lunch, 'grab bags' will still be available and will be served in the ROSLA dining room. Food other than the Christmas lunch **must** be pre-ordered on the day using the screens in school.

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Wednesday 14 December will also be Christmas accessories (non-stud earrings are not permitted) and/or Christmas Jumper Day. Donations in aid of Save the Children are welcome and will be collected during break and lunchtime. If you do have any pre-loved, clean Christmas jumpers that you have outgrown and would like to bring them into school to donate and then swop, please pass them into reception by Monday 12 December. At the end of term, any left in school will be donated to a local charity.

We anticipate a positive, industrious and enjoyable end to the autumn term and we will write to you again in the final week. Advance notice, in line with the school calendar, school will close on Friday 16 December at 12.30pm and the buses are booked. Brunch will be served late morning and students who are eligible for free school meals can use their allowance to make a purchase. School will reopen in the new year on Thursday 5 January 2023.

And finally, we only have limited tickets left for the Aladdin production on Wednesday 30 November and these also available on School Gateway.

Thank you for your continued support for both activities in school and all of our extra-curricular activities. If you have any questions, please do not hesitate to get in touch with us using enquiries@burscoughprioryacademy.org

Yours faithfully,

L MacLaren

Mrs MacLaren
Headteacher