

3 October 2016

Dear Parents/Carers

I am writing to confirm the date of our fifth whole staff INSET day. We have decided to hold it on **Monday 31 October 2016**. You are aware that we are working hard to accommodate the significant number of recent changes to education and in particular to the exams system. These changes affect all areas of the curriculum and all students. It is very important that we allow all staff the necessary amount of time to be fully informed of, plan for and quality assure changes to the curriculum and assessment processes. Therefore, the majority of the day will focus on training staff to update and accurately moderate our internal assessments and data. In addition to this, members of staff will also receive input on behaviour for learning in the classroom and revisions to our system for logging and monitoring of both achievement and behaviour points. All of these system changes will be communicated to you in due course.

This means that the first day back to school after the October break will be on **Tuesday 1 November 2016**. I apologise for any inconvenience this may cause.

Yours sincerely



Alison Lusuardi  
Head of School