



Thursday 20th November 2025

Dear Parents and Carers,

As the festive season approaches, I am writing to confirm the arrangements for the final day of term on **19 December 2025**. Students will be dismissed at **12:30pm**, following the conclusion of lesson three.

Students entitled to free school meals will be able to use their allowance during breaktime on that day. If your child requires supervision until **3:15pm**, please inform their Head of Year, and appropriate arrangements will be made to ensure they are fully supervised (contact details below).

I look forward to seeing our students continue to flourish over the remaining 21 days of term.

Head of Year 7 – Mrs Katie Marriott - Katie.Marriott@havenhigh.net

Head of Year 8 – Mr Ben Shaw - Ben.Shaw@havenhigh.net

Head of Year 9 – Mr Connel Luckhurst - connel.luckhurst@havenhigh.net

Head of Year 10 – Mr Craig Harrison - Craig.Harrison@havenhigh.net

Head of Year 11 – Miss Tori Bates - Tori.Bates@havenhigh.net

Kindest regards,

Mr A Sheppard
Executive Headteacher