



## THE PALMER CATHOLIC ACADEMY

Part of The Good Shepherd Catholic Trust

11<sup>th</sup> July 2023

Dear Parents/Carers

### **RE: Non-student days planned owing to extraordinary circumstances**

I write to inform you of two planned non-student days. This means the academy will only be open to staff and not students. The dates are as follows:

- Wednesday 19<sup>th</sup> July 2023
- Friday 1<sup>st</sup> September 2023

The start of the new academic year 2023-2024 will now be pushed back by one day, therefore, the academy will now reopen as set out below:

- Monday 4<sup>th</sup> September - Staff Inset Day (no students)
- Tuesday 5<sup>th</sup> September - only students in Year 7 and Year 12 in attendance
- Wednesday 6<sup>th</sup> September - all students attend

The reason for these planned closures is to enable academy staff to prepare for roofing works that the Department for Education (DfE) are carrying out. Staff will need to clear out offices and teaching spaces and then set these up again after the necessary building works have been completed at the end of the summer vacation. These building works shall span across the following areas:

- Sports Hall
- Dance Studio
- Palmer Hall
- O'Donnell Hall
- Gym
- Caretakers area and Reprographics office
- Learning Support Department
- ICT, Business and Economic Department
- Art Department
- Staffroom

We plan to be open fully, albeit a day later than first planned, in the Autumn term, with access to all the above mentioned areas.

This planned closure is a necessity and has been decided upon following discussions with the Governors, Trust, Local Authority, DfE and the Diocese of Brentwood.

Thank you for your continued support.

Yours faithfully

Mr Downey  
Headteacher