



Heathcote School & Science College

Normanton Park, Chingford, London E4 6ES. Tel: 020 8498 5110 Fax: 020 8529 3935

E-Mail: heathcote.school@heathcote.waltham.sch.uk Web: www.heathcoteschool.com

Headteacher: Emma Hillman NPQH, MSc, MA



RGR/FAN



26th September 2017

Dear Parent/Carer,



Re: The Official Opening of the Year 7 Building

I am writing to inform you that on **Monday 2nd October 2017** we will be holding the official opening of the Year 7 Building at **2:00pm**.



Due to this event, all Year 7 students will be having lunch at an earlier time of 12.20pm. Students will then have a team building exercise with the PE Department until the event begins at 2.00pm which should last approximately 30 minutes. Due to this one off event, year 7 students will be finishing school 10 – 15 minutes earlier and will be walked off site by a member of staff.



Should any student fail to meet the high expectations during this event they will remain behind until normal school finishing time.



If you have any further queries, please do not hesitate to contact me on telephone number 020 8529 5324.

Yours sincerely



Mr R. Gallacher
Assistant Head Teacher
Director of Year 7

