

16<sup>th</sup> September 2009

Dear Parent,

In previous years, pupils in Year 11 have been granted permission to leave the school premises at lunchtimes. For pupils to be granted this privilege they must meet the following conditions:

1. They must have a good record of punctuality for morning and afternoon school sessions and at least 90% attendance.
2. They must wear full school uniform.
3. They must behave in a wholly acceptable manner at all times. Any pupil reported behaving in a way which would reflect negatively on the school, such as dropping litter, smoking or being disrespectful to members of the public will be banned from leaving the premises at lunchtimes.
4. As a result of concerns expressed by local residents, they must not hang around public areas, such as Longacres or the green off Central Drive. If pupils wish to spend their lunchtimes in open spaces, they should use the school field. If it is wet, pupils may obtain permission to visit friends' houses or make use of Rooms 62 and 63 on site.

**Pupils and parents are reminded that permission to leave the school site at lunchtimes is a privilege which can and will be withdrawn if any of the above conditions are not met. Pupils may not leave school during morning break.**

If you feel that your child is able to meet these conditions, please sign and return the slip below to your child's Form Tutor. Pupils may not leave the school premises without the written consent of their parents.

Yours sincerely,

Elizabeth Hitch  
Headteacher

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**To: Form Tutor      Name of pupil: \_\_\_\_\_      Form: \_\_\_\_\_**

I have read and understood the conditions for my being allowed off site at lunchtimes.

Signed: \_\_\_\_\_ [ pupil ]

I give permission for my son / daughter to leave the school premises at lunchtimes during Year 11.

Signed: \_\_\_\_\_ [ parent ]