

Willows High School
Willows Avenue
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CARDIFF
CF24 2YE



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Rhodfa Willows
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Tel 029 20414243
Fax 029 2041 4313
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Dear Parent / Carer,

The last day of the Autumn Term will be **Friday 20th December 2019**. Pupils will be dismissed at **12.30pm** and will be able to obtain a meal during an extended break earlier in the day. Arrangements can be made for pupils to be supervised at school if the timing should prove inconvenient; please get in touch at contact@willows.cardiff.sch.uk if this is the case.

The start of the Spring Term 2020 will be Monday 6th January 2020 for all pupils.

We are now a fully cashless school. All payments for food, trips, equipment, uniform etc. will be handled online through ParentPay. If you haven't signed up already or have forgotten your user name and password to access ParentPay, please contact Michelle at the main office on 02920 414243 or email her on ParentPay@willows.cardiff.sch.uk. Michelle is our ParentPay expert and is always willing to answer any questions or give advice. If you'd prefer, why not pop in and she will help you set up your account and show you how it works. We will also be sending out any further communications from the school through ParentPay in the New Year.

We are extremely proud of the standard of uniform displayed by our pupils, we thank you for your support in making this possible. We will continue this drive in the Spring Term. If you would like any support in this matter, please do not hesitate to contact the school.

Almost all of our parents are using the Class Charts Parents App to keep up to date with their child's performance in school. If you are not yet using this free service, please contact the main office so that we can set you up with a passcode.

I would also like to take this opportunity to ask that you keep your contact information up to date so that we can remain in touch. We would especially appreciate e-mail addresses.

As ever, our Friends of Willows group are always looking for new recruits. If you're interested in getting involved, please contact Natalie, our Family and Community Engagement Officer, at natalie.kendrick-doyle@willows.cardiff.sch.uk.

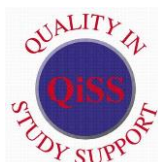
Finally, we are in possession of a number of Food Bank vouchers which can be distributed during the final week of term. If you would like to receive one, please get in touch with Natalie on the email address above or through the school telephone number.

Thank you for your kindness and support throughout this first term and on behalf of us all at Willows High School, I would like to take this opportunity to wish you a happy Christmas break and a prosperous New Year.

Kind regards,

Chris Norman
Headteacher

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