



# Tolworth Girls' School & Sixth Form

Tala Close, Surbiton, Surrey KT6 7EY  
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July 2023

Dear Parent/Carer

I am writing to inform you that the school will be closed, closing early or opening late to students on the following days.

Date	Reason for Closure	School Hours
Thursday 28 September 2023	Staff Training - early closure	Open 8:30 - 13:50 Periods 1-5 will be taught with reduced times in lessons & students will have break & lunch
Wednesday 4 October 2023	Year 6 Open Evening - early closure	Open 8:30 - 14:40 Periods 1-5 will be taught with no tutorial. Students will have break & lunch
Thursday 5 October 2023	Day after Year 6 Open Evening - late start	Open 10:20 Tutorial for all Year Groups, break & then to Period 3 onwards
Wednesday 29 November 2023	Staff Training - early closure	Open 8:30 - 13:50 Periods 1-5 will be taught with reduced times in lessons & students will have break & lunch
Thursday 21 December 2023	End of term - early closure	Years 9, 10 & 11 finish approximately 11:00 Years 7 & 8 finish approximately 12:00
Monday 8 January 2024	INSET - whole day	School closed to students
Monday 29 January 2024	Staff Training - early closure	Open 8:30 - 13:50 Periods 1-5 will be taught with reduced times in lessons & students will have break & lunch
Monday 18 March 2024	Staff Training - early closure	Open 8:30 - 13:50 Periods 1-5 will be taught with reduced times in lessons & students will have break & lunch
Friday 22 March 2024	Prize Giving - late start	Open 9:25 - Period 2 start (no Period 1)
Wednesday 27 March 2024	End of term - early closure	Open 8:30 - 13:50 Periods 1-5 will be taught with reduced times in lessons & students will have break & lunch
Thursday 28 March 2024	INSET - whole day	School closed to students



Thursday 18 April 2024	Staff Training - early closure	Open 8:30 - 13:50 Periods 1-5 will be taught with reduced times in lessons & students will have break & lunch
Monday 1 July 2024	INSET - whole day	School closed to students
Friday 19 July 2024	End of term	Approximately 12:00

If any of these early closures causes you issues with childcare, we are prepared to provide a safe working space on school site for students. The cost of this provision will depend on the numbers of students involved. Please contact me if there is an issue.

An email will be sent prior to these dates reminding all parents/carers of these times. This information can also be found on the school website <http://www.tolworthgirlsschool.co.uk/>.

Yours faithfully



Jolande Botha-Smith  
Headteacher

