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Chief Executive: Mr D Judson, BEd, NPQH
Head of School: Mr N Lindsay, BA (Hons), NPQH

15th September 2021



Dear Parent / Carer,

Re: Year 7 & 8 Macmillan Coffee Morning (0013-21EHI)

We are delighted at how quickly our Year 7 pupils have settled into school life here at Longfield Academy and we hope they have enjoyed their time so far.

Relationships with parents, carers and the surrounding community are extremely important to the staff at Longfield Academy. As part of our plans to develop these links, we are hosting a Macmillan Coffee Morning for parents / carers of Year 7 and Year 8 pupils.

The event will provide an opportunity for some of the staff to meet with you, as well as raising funds for such a worthwhile charity. Cakes and refreshments will be available for you to enjoy and all monetary donations will be gratefully received. 100% of the proceeds will be donated to Macmillan Cancer Support.

Miss Piggett - Year 7 Leader, Miss Morton – SENCo, Mrs Walker – Assistant SENCo and members of the Senior Leadership Team, will be available during the event to answer any queries or questions you may have.

I would like to take this opportunity to invite you to attend our Year 7 & 8 Macmillan Coffee Morning, which will take place in the Main Hall 9.15am – 10.45am on Friday 24th September 2021. We kindly request that you arrive no earlier than 9.15am to avoid any disruption to the start of the school day.

So that we can ensure we provide adequate catering, please confirm your attendance by completing the questionnaire via the link below:

[Macmillan Coffee Morning Attendance Questionnaire](#)

Alternatively, you may email Mrs Rutter - Academy Administration Manager:
prutter@longfield.swiftacademies.org.uk

Yours faithfully,

Mrs Emma Hickerson
Assistant Headteacher

