



Ss Alban & Stephen Catholic Schools' Federation
Executive Headteacher: Miss C McFlynn
Head of Infant School: Miss A Cannon
Tel: 01727 854643
Email: admin@ssasinfants.herts.sch.uk

Head of Junior School: Mrs A Porter
Tel: 01727 866668
Email: admin@ssasjm.herts.sch.uk



13 February 2020

Dear Parents & Carers,

A reminder that both schools will close on the afternoon of Tuesday 10th March for Parent Consultations.

If you are attending a Parent Consultation during school hours up until 4.00 pm, there will be supervision provided for your children for the duration of the meeting.

In cases where meetings take place after 4.00 pm, unfortunately the school is not be in a position to provide supervision and we request that you make alternative arrangements for your child's care as far as is possible.

Infant children can be supervised on the Infant site in class 2H; Junior children will be supervised in the ICT Suite.

Kind regards,

A Cannon

AP

Miss Cannon & Mrs Porter