



1536



1701

THE COOPERS' COMPANY AND COBORN SCHOOL

Love as Brethren

Headteacher: Ms Sue Hay, BA (Hons), PGDip, NPQH, NPQEL

St Mary's Lane, Upminster, Essex RM14 3HS

| Tel: 01708 250500 | Email: info@cooperscoborn.org.uk | Website: www.cooperscoborn.org.uk |

Tuesday 23rd April 2024

Re: Last day at Coopers' Coborn: Friday 10th May 2024

Dear Parent(s)/ Carer(s)

As we approach the final few weeks of your son/daughter's time at Coopers' Coborn, we wanted to write to communicate to you the arrangements for Year 13's last day at school: Friday 10th May

We recognise that the day is a very special one for all concerned and in order to celebrate this event, we have organised the following programme:

9:30am:	Students arrive to 'Farewell Breakfast' in the main school canteen Teachers and students sign books/shirts and say farewells
10:45am:	Leavers' Assembly in the main School Theatre
11:45am:	Final Farewells
12:15pm:	Students leave the school site

The school will meet the cost of breakfast – there will be no charge to students; there will be a vegetarian option available.

The programme for the day will be explained to students in an assembly on Tuesday 7th May at 8:35am, in the School Theatre. Therefore, it is vital that your son/daughter attends the assembly, at 8.35am, to hear the important information we will be sharing. We will also discuss the A Level examinations and plan for A Level Results' Day in this assembly.

The last day has always run very smoothly and our students are always a credit to themselves and the school; we are convinced that the class of 2024 will be no different. It is important however, that the school's expectations are made clear:

- Students are expected in school on this day in full uniform as on any other day. Any student who is dressed inappropriately will be sent home and will miss out on the activities.
- If students wish to sign shirts then it is important that this is not done in crucial lesson time, prior to the 10th May. If students wish to sign school shirts then a spare shirt should be brought in to sign on 10th May, any student signing the shirt they are wearing will be sent home.
- Finally, should any student partake in any activity considered inappropriate then we will have no hesitation in contacting future employers and universities.

These expectations will be made clear to all students over the coming weeks and I would appreciate it if you could also discuss this with your son/daughter. The current Year 13 are a fantastic cohort and we look forward to wishing them well on 10th May.



1536



1701

THE COOPERS' COMPANY AND COBORN SCHOOL

Love as Brethren

Headteacher: Ms Sue Hay, BA (Hons), PGDip, NPQH, NPQEL

St Mary's Lane, Upminster, Essex RM14 3HS

| Tel: 01708 250500 | Email: info@cooperscoborn.org.uk | Website: www.cooperscoborn.org.uk |

Following the 10th May, students formally commence their study leave and are only required to be in school for their public examinations. If your son/daughter does wish to attend school in order to use the study facilities in the 6th Form, such as the Learning Zone, then it is critical that they:

- Sign in upon arriving on the school site, either in the Main Reception or on the boards by the 6th Form block
- Attend school in full school uniform
- Sign out when leaving the site, either in the Main Reception or on the boards by the 6th Form block
- Contact teaching staff/colleagues before arriving if they wish to spend time with them 1-2-1 – staff may already be working with students in Year 13, or in other year groups and we would strongly recommend if students are coming in to work with specific members of staff, then they coordinate this in advance.

We will write to you again later this term concerning details of the collection of Leavers' Hoodies, arrangements for textbook return, as well as details about A Level Results' Day.

Thank you for all your continued support, at what we know is a very important time for your son/daughter.

If you have any questions, please do not hesitate to contact us at the school.

Yours faithfully

Mr R Bell
Deputy Head: Director of 6th Form

Mr J Teece
Head of Year 13