Headmaster:
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16th October 2025

Dear Parents,

## Speech Night Trophies - Please Return

If your child was awarded a cup/trophy at Speech Night in July, I would be very grateful if you could please **return it to the school office following the autumn half term holiday.** Please ignore this letter if your child was awarded a 'book' prize only.

We are asking that cups/trophies are returned at this time to avoid losses/delays later in the academic year.

Please kindly engrave the cup with your child's name and bring it to the school office at the beginning of the term, which is Monday 3<sup>rd</sup> November.

Thank you for your help in advance.

Yours sincerely,

Graeme Booth Headmaster

