



1st June 2009
Ref: tm/lr

Dear Parents

As you are probably aware, our Headteacher, Rosemary Olivier, is leaving St Gregory's school at the end of this academic year. Ms Olivier will be taking up a new post in September as Director of Education for the Portsmouth Diocese.

Ms Olivier has been Headteacher at this school since 1994 and her commitment and dedication to the students and the school community has been immeasurable. We will all miss her, but wish her well in her new and exciting post.

We will be holding a Leaving Mass for Ms Olivier in our school Chapel on **Wednesday 15th July at 7pm** and we would like to invite parents to this occasion. Bishop John Hine and Bishop Kieran Conry will be concelebrating the Mass and they will be joined by other Deanery priests and clergy from our Anglican churches.

The current students will have their opportunity to say goodbye to Ms Olivier in a Whole School Assembly during the morning of Friday 17th July. The governors have agreed that school will finish at 12.30pm for students.

As a current parent, I would like to invite you to:

1. write on the enclosed card a message from your family (using one side of the card only and remembering to sign your names clearly!) All cards will be placed in a signature folder and presented to Ms Olivier after the Mass.
2. contribute towards Ms Olivier's leaving present, if you would like to. We would be very pleased to receive your cheque (made payable to St Gregory's School Fund), or as a current parent you now have the ability to pay via ParentPay – full details of which were sent to you recently. Again, this gift will be presented to Ms Olivier after the Mass.
3. Complete the tear off slip below as to whether you can attend the Mass
4. Complete the permission slip below for your child/children to leave school at 12.30pm on Friday 17th July.

An addressed envelope is enclosed for your use.

As you know, car parking is not easy at the school. Our tennis courts will be open for parking but there is also the Yew Tree Road public car park and street parking.

Yours sincerely

Mr A. Moffatt
Chair of Governors

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Name:(please print clearly)

- I/we will be attending Ms Olivier's Leaving Mass on 15th July at 7pm **YES / NO**

and require seats.

- I give permission for my child/ren to leave school at 12.30noon on the last day, Fri July 17th.

Name of Child/ren:Year & Review:

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