



...working together

Leigh Beck Infant and Nursery Academy  
Point Road, Canvey Island, Essex, SS8 7TD  
Company No. 954404  
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Monday 5th March 2018

Dear Parents/Carers,



The next graduation is fast approaching and we will once again need to count the hours in your child's passport.

To enable your child's hours to be counted and to allow us to identify those children who are ready to graduate in May we must receive your child's passport by **Friday 16<sup>th</sup> March**. If your child's passport is received after this date we will not be able to submit your child's hours for this graduation. ***Please be aware that hours will only be counted up to and including Friday 9<sup>th</sup> March.***

***Please do not send your passport into school with your child, please hand it into the school office to ensure it has been received.***

To confirm once again that **ONLY** those children who have achieved 30, 65, 100, 200, 300, 400, 500, 600, 700, 800 and 900 hours will be invited to attend the graduation at Cornelius due to the schools capacity.

If you would like your child to take part in The Children's University programme, please come into the school office to order a passport for your child. Each passport costs £5.00

Yours sincerely,

Mrs T Smith  
**Acting Deputy Head Teacher**