

# Freedom of Information Request

All requests must:

- Be in writing
- Provide a valid address to respond to [an e-mail is sufficient]
- Describe the information requested

Requests should be made for the attention of Mrs. L. K. Donnelly, PA to Headteacher, either by:

✉ Mrs. L. K. Donnelly  
PA to Headteacher  
Hawarden High School  
The Highway  
Hawarden  
Flintshire CH5 3DN

✉ [hhmail@hawardenhigh.flintshire.sch.uk](mailto:hhmail@hawardenhigh.flintshire.sch.uk)