

EXECUTIVE HEADTEACHER:

**Ms Helen Comfort**

(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

**Mrs Rachel Hindle**

(B.A.Hons, PGCE, M.A.Ed)



St. Margaret's-at-Cliffe

Dover, Kent, CT15 6SS

Telephone: (01304) 852639

Fax: (01304) 853671

e-mail: [secretary@st-margarets-dover.kent.sch.uk](mailto:secretary@st-margarets-dover.kent.sch.uk)

[www.stmargaretsprimary.co.uk](http://www.stmargaretsprimary.co.uk)

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*'For Learning That Lasts A Lifetime'*

6<sup>th</sup> July 2023

Dear Parent/Carers of Class 3,

I am writing to inform you that Mrs Fairhurst will not be in school today.

For the morning the class will be meeting Mrs Byatt for our 'Meet the Teacher' morning and for the afternoon Lynn Faber, an experienced supply teacher who has worked with Class 3 at St. Margaret's before, will teach the class following Mrs Fairhurst's planning.

Thank you for your understanding with this matter.

Yours sincerely

**Mrs R Hindle**

**Head of School**

