

EXECUTIVE HEADTEACHER:

**Ms Helen Comfort**

(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

**Mrs Rachel Hindle**

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



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*'For Learning That Lasts A Lifetime'*

22<sup>nd</sup> March 2024

Dear Parent/Carers of Class 1,

I am writing to inform you that Miss Moloney will not be in class today.

Gill Norman, a supply teacher, will teach the class following Miss Moloney's planning with Miss Trevor supporting as per her timetable.

Thank you for your understanding with this matter.

Yours sincerely

**Mrs R Hindle**

**Head of School**

