

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'

24th November 2022

Dear Parent/Carers of Class 6,

I am writing to inform you that Miss Brett will not be in class again today. She will be at school but will be out of class because Mrs Hindle is still absent from work due to being unwell and I am also not at St Margaret's CP because Thursday is one of my days at St Mary's CEP, Dover.

Mr Kevin Tiernan, a Supply Teacher, will teach the class today with Mrs Saynor supporting as per her timetable. Mr Tiernan will follow Miss Brett's planning and she will be available to the children should they need her.

Thank you for your understanding with this matter.

Yours sincerely

Helen Comfort

Executive Headteacher

