

EXECUTIVE HEADTEACHER:

Ms Helen Comfort

(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

Mrs Rachel Hindle

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'For Learning That Lasts A Lifetime'

12th January 2023

Dear Parent/Carers of Class 5,

I am writing to inform you that Mr Oliver is not in class today as he is accompanying Class 3 on their school trip.

Lynn Faber, an experienced supply teacher who worked with the class last week, will teach the class today with Mrs Hollowday supporting as per her timetable. Mrs Faber will follow Mr Oliver's planning.

Thank you for your understanding with this matter.

Yours sincerely

Rachel Hindle
Head of School

