

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'

20th March 2023

Dear Parent/Carers of Class 1,

I am writing to inform you that Mrs Hoile will not be in class today. She will be in school but will be working individually with the children to prepare them for their Phonics Screening later this year.

Jane Coker, an experienced supply teacher, will teach the class with Miss Trevor supporting as per her timetable. Miss Coker will follow Mrs Hoile's planning.

Yours sincerely

Rachel Hindle
Head of School

