

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'*

25<sup>th</sup> September 2023

Dear Parent/Carers of Class 3,

I am writing to inform you that Mr Ayers will not be in class today.

Mrs Ann Evans, a supply teacher, will teach the class with Mrs Wagget supporting as per her timetable. Mrs Evans will follow Mr Ayer's planning.

Thank you for your understanding with this matter.

Yours sincerely

**Rachel Hindle**  
**Head of School**

