

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'

24th November 2023

Dear Parent/Carers of Class 6,

I am writing to inform you that Miss Brett is unwell and will not be in school today.

Mr Oliver will teach the class following Miss Brett's planning with Mrs Saynor supporting as per her timetable.

Thank you for your understanding with this matter.

Yours sincerely

Mrs R Hindle

Head of School

