

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'

29th November 2023

Dear Parent/Carers of Class R,

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

Caroline Harrop, a supply teacher, will teach the class following Miss Owen's planning with Mrs Morris supporting as per her timetable.

Thank you for your understanding with this matter.

Yours sincerely

Mrs R Hindle

Head of School

