

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'*

17<sup>th</sup> January 2024

Dear Parent/Carers of Class 6,

I am writing to inform you that Miss Brett will not be in class today.

Lyn Faber, a supply teacher who has worked at St. Margaret's before, 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**

