

*To enable all children to achieve, access, participate and
contribute to their community for life'*

Kindness

Respect

Inclusivity

Openness

Resilience

Empathy

Trust

Understanding

3rd September 2021

Dear Parents/Carers of Beetles Class,

I am writing to inform you that Mrs Dunn will be absent from school due to some sad news and personal circumstances. Our very best wishes go to Mrs Dunn and her family at this time.

Presently, we do not know how long Mrs Dunn will be absent, but it is thought it is likely to be long-term. Therefore, a supply teacher will teach the class in the first half term, and we will seek to recruit a further teacher in Mrs Dunn's absence.

Ms Watson will be ably supporting the class as their teaching assistant and knows the children well. She will ensure continuity and support for children's transition back to school and within their new class. Leaders will also be supporting the class to help children establish routines and settle in well.

If you have any questions, please contact Mr Jones (secondary phase deputy), Mrs Toshack (pupil welfare leader) or myself.

I thank you for your understanding and support during this time.

Kind Regards,



Mrs Ives
(Principal)