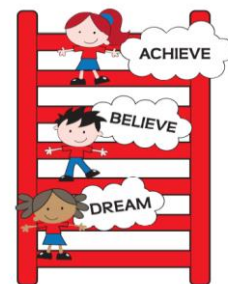


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Headteacher: Miss T. Smith

Dear families,

We are writing to you to share that, sadly, Miss Mee has suffered a bereavement over the weekend. We are supporting her in taking the time she needs to recover and be with her family.

Unfortunately, as a result of this, we have no choice other than to cancel parents' evening for the families of children in Sharks. Our intention is to rearrange appointments for a suitable time when Miss Mee has returned to work.

All other appointments are unaffected so if your child has a sibling in another class, their parents' evening can be attended as normal.

We understand that this will be disappointing but we appreciate your support in ensuring that staff are able to prioritise their wellbeing during periods of personal difficulty.

Please do not hesitate to speak to me on the gate or contact the office should you have any questions.

Kind regards,

Miss T Smith  
Headteacher

