7 March 2017

Dear Parents of Children in Class 1

As you are all aware, Miss Taylor has been absent from her duties as Class Teacher of Class 1 since last week. Unfortunately, during the half term break, Miss Taylor suffered a serious accident and consequently is unable to work at present.

It is hoped that she will be able to return to her duties shortly and I will of course let you know in due course.

Throughout Miss Taylor’s absence Mrs Wendy Earle will be the class teacher and will continue to be supported by the experienced Teaching Assistant, Miss Rebecca Reynolds.

Thank you for your patience in this matter.

Yours sincerely

Beverley Elliott
Headteacher