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Sunday 29 October 2023

Dear Reception/Year 1 Parent/Carer

## Re: Miss Briggs

I am writing to let you know that due to illness Miss Briggs will not be in school for the next month and possibly longer. This is unfortunately, out of our control but will do our utmost to ensure that there is consistency for the children in the class.

We have secured the services of Miss Weronika Bagienska, who has experience of teaching both Reception and Year 1 classes. Miss Bagienska will be with us for the next month teaching the class. Miss Daly and Mrs Cole will be remaining with the class as well.

I will be in touch regarding parents evenings in due course.

Yours sincerely

PAUL SMITH Executive Head teacher