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Thursday 18 September 2025

Dear Parent/Carer

**Re: Mrs Bell**

I am delighted to announce that Mrs Bell is expecting her first child. This is very special and exciting news for her and Mr Bell. Mrs Bell will be in school until early January depending on her health.

We will be advertising for her maternity cover shortly and will provide more details of the class teacher for the Spring and Summer terms before Christmas. Mrs Tucker will remain in class to provide the continuity for the class as well.

I am sure you will join me in wishing her well.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. Smith', written over a light blue horizontal line.

**PAUL SMITH**  
Executive Head teacher