



7th November 2016

Dear Parent/Carer,

Update on Staff Absence in 3SG

Due to the unknown specific return date of Ms Griffin we have decided to recruit a more permanent supply teacher to cover 3SG. Fia Ogunyemi will start today, and will stay as 3SG's class teacher until Mrs Griffin returns. Mrs Ogunyemi will work alongside Mrs Eaves today so that the transition from one teacher to the other is as seamless as possible.

Once we have been informed of Mrs Griffin's return date we will continue to employ Ms Ogunyemi for a transitional period to allow adequate time for the passing over of specific information and assessments relating to the class. We will of course keep you updated as soon as we know when Mrs Griffin will be fit to return to work.

Ms Ogunyemi will be present at the upcoming Parent Consultation Evenings, and although she will not know the children in great detail, she will be able to feedback comments from Mrs Eaves' knowledge of the class and how they have settled into Year 3 this year. Ms Ogunyemi will also be able to listen to any parents' concerns that need to be followed up with actions in class.

We ask that you please support your child by speaking to them about this update.

Thank you for your support in this matter.

Kind Regards,

Jon Beisly
Acting Headteacher



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