Wednesday 6 September 2023

Dear Parent / Guardian

Over the coming weeks Miss Cowley will be absent from school. As a new teacher she will be undertaking some training and will be absent from school in order to complete this.

Miss Cowley will return to teach her class on Monday 23 October 2023.

In her absence Mr Walker will be teaching the class. Mr Walker is an experienced teacher who has worked previously at our school. He is working in Class 4C this week alongside Miss Cowley in order to familiarise himself with the children.

If you have any questions, please do not hesitate to contact me.

Yours sincerely

**Mrs Louise Foster  
Head Teacher**