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16th September 2019

Dear Parents and Carers,

Planned absence for Mr Bushell

Following frequent bouts of tonsillitis last year, Mr Bushell is having a tonsillectomy on Friday 20th September. He will be off work for two weeks afterwards to recover from the operation. Also, he and his wife are expecting a baby around the end of October so he will be taking a week off work for paternity leave.

Mrs O'Sullivan, who currently teaches Amber class on a Tuesday afternoon, will be covering for Mr Bushell throughout his absence. She already knows the children well and will be working closely with Mr Bushell and Miss Gardiner to ensure that the children's education and progress is not unduly affected while Mr Bushell is away.

Thank you for your understanding at this time.

Yours sincerely,

Mrs G Stray

Headteacher