



Wednesday 20th September 2023

Dear Class 3A Families,

I am writing to inform you that Mrs Austin will be starting her maternity leave tomorrow.

I know that you will be sorry to bid a temporary farewell to Mrs Austin, but we are pleased that Mr Williams will replace Mrs Austin during her maternity leave. Mr Williams has had the opportunity to work with Mrs Austin and get to know the children which should ensure a smooth transition for all.

I am sure you will join me and the staff in wishing Mrs Austin well and we look forward to welcoming her back in 2024.

With best wishes,

A handwritten signature in black ink that reads 'CBurke'.

Mrs Corinne Burke
Headteacher