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7th November 2023

Dear Parents/Carers,

Just to let you know that Ms Taylor is currently unwell and not at school.

The teachers are being supported by myself and Mrs Graver who is the Headteacher of one of the Academies within the Trust.

I am sure you will join me in wishing Ms Taylor a speedy recovery, and we will keep you updated with any changes.

Yours Sincerely,

A handwritten signature in black ink that reads "LM Cook". The signature is written in a cursive style.

Ms. L. Cook

Executive Headteacher