19th November 2025

Dear Parents and Carers,

I am writing to inform you that the <u>school will be closed on Monday 15th</u>

<u>December</u> to allow staff to attend the funeral of Miss Paine.

Miss Paine was a valued and much-loved member of our team, and this closure will enable us all to pay our respects and celebrate her life. We appreciate that this may cause inconvenience and thank you for your support and understanding at this difficult time.

We are aware that this change affects our planned Key Stage 2 Christmas performances, originally scheduled for the same day. For this, I can only apologise and ask for your understanding.

The KS2 performances will now take place on Thursday 18th December <u>in the school</u> hall as follows:

- Blue Area 9:30am
- Green Area 2:00pm

We hope that despite the change of date and venue, you will still be able to join us in celebrating Christmas with the children. Once again, we apologise for the change.

In addition, please note that <u>Parents' Evening will now be held on Monday 12th</u> <u>and Wednesday 14th January 2026.</u> A new booking link will be sent out towards the end of term.

Thank you again for your continued understanding and support.

Kind regards,

Daniel Webster