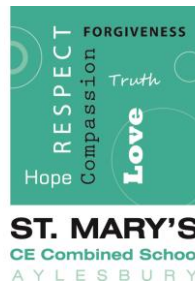


Chair of Governors
Mr Steve Green

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Keen Close
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Monday 4th February 2019

Dear Parents and Carers,

I am writing to inform you that Mrs Gurton will be taking a leave of absence for the next six weeks due to personal circumstances. I am sure you will join me in wishing her all the best and we look forward to seeing her back in school.

In Mrs Gurton's absence, Mrs Dimbleby will be Acting Head teacher. During this time, the school will be supported by the Oxford Diocesan Bucks Schools Trust (ODBST) and Mr David Liddle, the Head teacher at Longwick CE Combined School.

Longwick School is another ODBST School and Mr Liddle is looking forward to working with, and supporting Mrs Dimbleby and the school in Mrs Gurton's absence. The governors and school are putting these arrangements in place to ensure that learning will be unaffected and neither pupils, nor parents should notice any change.

During this period, Mr Litson will be teaching Class 3D all week. When Mrs Gurton returns to school, Mrs Dimbleby will continue to teach the class on Mondays and Fridays.

If you have any queries, please do not hesitate to contact the school.

Yours sincerely

Steve Green

Chair of Governors