



St Ives Infant School

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17<sup>th</sup> November 2020

Dear Parent/Carer of Puffin Class

I have today been notified that Miss Saunders is unable to be in school for the next 3 weeks due to illness (none COVID related).

Mr Donnithorny, has taught Puffin class today and has been a huge hit with the children. Therefore, I have asked him to cover Miss Saunders absence to offer some consistency to the class. The other adults; Mrs Bason, Mrs Evans, Mrs Dunn, Mrs Cocking and Mrs Crocker will continue to support in Puffin as usual.

This has been explained to the children but we wanted to follow it up so that you were kept up to date and could reassure the children at home.

Kind Regards

A handwritten signature in blue ink, appearing to read 'Leisa Farrar'.

Mrs Leisa Farrar, Headteacher