

19/10/2020

Congratulations Mrs Owen

Dear Parents and Carers,

I am writing to inform you that Mrs Owen is expecting her first child in Easter 2021. I am sure you will want to join me in congratulating Mrs Owen and wishing her a healthy pregnancy but I also understand that changes to your child's Teaching arrangements can be unsettling for your child.

With current COVID-19 regulations and guidelines, it is advisory for expectant mothers to work from home in the third trimester of pregnancy. With this in mind, we are actively recruiting a Teacher to assume responsibility for 4CO from January to July 2021. I can assure you that the recruitment process will be robust and Mrs Owen will be part of the interview panel to select the ideal candidate to cover her maternity leave.

If you have questions please do not hesitate to get contact me.

Yours faithfully,

Mr O Kerr  
Headteacher

**Executive Headteacher:** Mrs. J. Ashcroft