



14<sup>th</sup> October 2025

Dear Parents and Carers

We have now received confirmation regarding the funeral of Mrs Williams, our much-loved colleague. This will take place on Monday 27<sup>th</sup> October in the morning.

In order for staff to pay their respects to Mrs Williams and her family, we have made the decision, in consultation with the Local Authority, to close the school for the morning.

School will therefore open for the second half of the Autumn Term on Monday 27<sup>th</sup> October at 1.15 pm.

Should you have difficulty with childcare on the morning of the 27<sup>th</sup> October, a limited number of staff will still be available on site. However, you must book a space through the school office no later than **Thursday 16<sup>th</sup> October.**

Thank you for your understanding and on-going support.

Yours sincerely

Mrs R Ayres  
Headteacher

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**Headteacher: Mrs R Ayres**

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