



Spalding Parish Church of England Day School

10th March 2020

Dear Parent/Carer,

Y5EW – Emma Weatherhill

I am writing to inform you that your child's Class Teacher, Emma Weatherhill, has been called for jury service for the period 16th March – 27th March (although this could be extended depending on circumstances). As such Emma will be absent from school during this period.

I appreciate that any year in a child's education is an important one and so have tried to ensure as much continuity as possible during this period. We have therefore made the decision that Sarah Hendry will cover the class during the period of the absence. Sarah is well known to the children as she normally covers PPA time for teaching staff and teaches across the school from Year 2 to Year 6, covering in Year 5 on a weekly basis.

Emma's absence will also mean that the scheduled Parent Consultation Meetings (24th and 26th March) will not be able to go ahead. An alternative session has been planned for Tuesday 31st March between 12.30pm and 6.30pm. Further details with regards to this will be sent nearer to the time once we know Emma will be back in school on that date.

I appreciate that any period of absence is not ideal, however, as I'm sure you will appreciate this is something that we have no control over and as such can only manage day to day with the information that we have. As a school we feel the best solution has been sourced given the circumstances, however, if you do have any questions or queries, please do not hesitate to get in touch with myself or a member of the Senior Leadership Team.

Thank you in anticipation of your support with this.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Diane Mulley'.

Diane Mulley
Head Teacher



LINCOLN ANGLICAN
ACADEMY TRUST
DIOCESE OF LINCOLN

Clay Lake, Spalding, Lincolnshire, PE11 2QG

Tel: 01775 722333

enquiries@spaldingparish.lincs.sch.uk

www.spaldingparish.lincs.sch.uk

Follow us on Twitter: @SPCEDS

Head Teacher: Diane Mulley