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Executive Headteacher: Mrs Louise Norgate

Friday 26<sup>th</sup> April 2024

Dear Parents and Carers,

### Maternity Cover for Mrs F Tutt - Cavell Class

As you will be aware, Mrs Tutt was due to start her maternity leave from Monday 6<sup>th</sup> May 2024. Unfortunately, after being unwell this last week, this date has been brought forward to Monday 29<sup>th</sup> April 2024.

Therefore, I can confirm the following cover:

Miss A Nabarro will join the Year 2 team and teach Cavell on Monday 29<sup>th</sup> April, Wednesday 1<sup>st</sup> May in the afternoon and Thursday 2<sup>nd</sup> and Friday 3<sup>rd</sup> May all day. Miss Nabarro will take up the full-time post from Tuesday 7<sup>th</sup> May to Friday 19<sup>th</sup> July 2024.

From September 2024, Mrs Tutt's maternity leave will then be covered by Mrs M Garrett-Stanley.

Mrs Tutt has left comprehensive handover notes for Miss Nabarro; and as she transitions, she will be supported by the Year 2 team, Mrs Bradley and myself.

If you have any further questions please do not hesitate to contact us.

Yours sincerely

Mrs L M Norgate  
Executive Headteacher

