



# Ashford Church of England Primary School

4 December 2018

Dear Parents and Carers,

I am writing to advise you that Mrs Morgan will be absent from school for the rest of the term. Whilst both mum and the babies are doing well, the doctor has recommended that she needs to rest at this time. Mrs Morgan has asked that I pass on to you all her very best wishes and is upset not to be with her class at this exciting time of year. She particularly did not want the children to be worried and we hope to welcome her back next term before she starts her maternity leave.

I also wanted to reassure you that Mrs Newbold has taken over teaching the class and is already quickly getting to know the children.

I am sure you will join us in sending best wishes to Mrs Morgan.

Yours sincerely

Mr R Austin  
Head of School



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Headteacher: Mrs C Dyer BA QTS (Hons) NPQH