



SUTTON ST JAMES C.P. SCHOOL
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Headteacher: Miss Claire Willows



16th November 2017,

Meeting for Owls Parents
Friday 17th November 2017- 2.45pm

I would like to invite you to a short meeting tomorrow afternoon, so that I can update you on the staffing situation in Owls class and to give you the opportunity to ask any questions that you may have. Unfortunately, Miss Griffin is unwell at the moment and hence will not be teaching the class. The class will be covered by Miss Hammond, who the children are familiar with, and they will continue to be supported by Mrs Turner and Mrs Gallinagh who are their usual Teaching Assistants.

I look forward to seeing you at the meeting tomorrow.

Yours sincerely

Miss Claire Willows
Headteacher