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23<sup>rd</sup> November 2021

Dear Y4 Parents and Carers,

Further to my last correspondence, I would like to keep you updated in regard to Miss Robertson's absence from school and arrangements for teaching in Year 4.

On the advice of her GP, Miss Robertson needs to take some further absence leave from work. At this time, it is anticipated that Miss Robertson will be on absence leave for a further three weeks. At this point, we are also able to share with you the news that Miss Robertson is expecting a baby and her planned maternity leave will commence following the end of the Spring term.

It is of course our highest priority to ensure that your child's teaching and learning experience is maintained at a high standard and with as much continuity as possible, given the present circumstances. With this in mind, the current arrangements for teaching Year 4, as outlined in my letter dated 10<sup>th</sup> November, will continue until Miss Robertson's expected date of return at the end of this term.

Meanwhile, we are very confident that Miss McFerran, who is currently acting as Year 4 Form Teacher and teaching Maths and English, will continue to ensure that the high quality of academic provision is maintained for Year 4 during this period. Mrs Fleming and of course the school's Senior Leadership Team, are working closely with Miss McFerran to support the Year 4 children.

When further information is available, concerning the long-term cover arrangements for Miss Robertson's maternity leave, we will update parents forthwith and as soon as these details are confirmed.

Provision for re-scheduling the Year 4 Parents' Consultation Meetings is also now in place. Online Parent Meeting appointments will be scheduled for Monday 29<sup>th</sup> November and Monday 6<sup>th</sup> December with both Miss McFerran and Mrs Fleming. Parents should access School Cloud (from today), in the usual way and book an appointment on either of those dates. For further information about booking an appointment or if an alternative date is required, please contact Mrs Evans in the school office:  
[annevans@avalon-school.co.uk](mailto:annevans@avalon-school.co.uk)

We know that you have confidence and trust in our staff team to ensure that we will always put the children's best interests at the heart of all decisions and educational provision matters in school, however, should any parent have any further questions or concerns during Miss Robertson's absence, please do not hesitate to contact me directly to discuss.

Yours sincerely,

Mrs J Callaway  
Headteacher

