



Eastbrook Primary Academy

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21st September 2023

Dear parent and carers of 1EN,

I wanted to take the opportunity to update you on some important information regarding Mrs Norris.

Firstly, I wanted to let you know that Mrs. Norris will be away for two weeks starting on Monday 25th September, returning to school on Monday 9th October. Mrs Norris has a very close family member getting married in Australia and unfortunately, she won't be able to pop there and back over a weekend!

We are really mindful of providing the children with as much consistency, continuity and high Quality First Teaching in Mrs. Norris's absence. Therefore, our own staff: Mrs. McAulay (who taught in Reception last year) and Mrs. O'leary (who is a very experienced teacher) will lead the learning during this period. Senior Leaders and Miss. Bradley (Key Stage 1 Leader) will be working closely with the team to ensure the children continue to receive the very best outcomes/provision.

Additionally, we wanted to share some exciting news that Mrs. Norris is expecting her first baby. I am sure you will all join me in congratulating her on this great news. Whilst things can change, it is likely that Mrs. Norris will head on maternity leave approximately around February 2024.

You will though, I'm sure, be thinking ahead to what is next for the class. We will be advertising for the post immediately after the half term break to give ourselves time to get the very best candidate for the role.

We appreciate this is a lot of news to digest. However, we wanted to be transparent regarding future steps for the class. It goes without saying that leaders will be working tirelessly behind the scenes to ensure the children continue to thrive at the school.

If you have any questions, please do not hesitate to contact the school office or speak with Miss Bradley initially, as Key Stage 1 Leader.

Yours faithfully,

Mr. Clark



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