

Thursday 6th February 2025

**Re: Ms Chatrath Absence**

Dear Parents/ Carers,

As you may have noticed, Ms Chatrath has not been in school this week. I am unfortunately writing to inform you that her mother passed away this morning after a short stay in hospital.

As a school, our thoughts are with Ms Chatrath and her family at this very sad time. She will not return to school before half term and we will let you know of any further updates as necessary.

Parents evening (for Nursery-Year 5) is due to take place in the first week after half term (Wednesday 26th February). Year 2 parents will still be able to book times for that day when booking goes live, but if necessary we may have to change the day for Year 2.

I would like to take this opportunity to also thank Mrs Gostelow who has covered Year 2 in Ms Chatrath's absence. Her constant presence is a great support to the class. SLT will continue to support with planning and preparing lessons to ensure that the children do not miss out on any curriculum content during this period.

We have spoken to the class this morning to inform them of the reason for Ms Chatrath's absence. If your child indicates that they would like to talk about this further or has any particular concerns you would like us to support with, please encourage them to speak to you or an adult in school.

On behalf of Ms Chatrath and the rest of the staff, thank you for your continued support.

Yours sincerely,

Ms Hasker

Headteacher