



15th October 2018

Dear Parent/Carer

History Lessons

I am writing to update and reassure you regarding the current absence of Mrs Young. Unfortunately, Mrs Young is unwell at present and it is not yet clear quite how long her absence will extend for.

In the interim, I will be ensuring that the correct and relevant curriculum is covered and we are hoping to secure a replacement subject specialist to cover her lessons as soon as possible.

Please do not hesitate to contact me with any questions or concerns.

Yours faithfully

Richard Spencer
Principal

