



St Margaret's

Church of England Academy

London Road, Bowers Gifford, Basildon, Essex SS13 2DU

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Executive Headteacher: Mrs E Wigmore

Head of School: Mrs G Smith

28th February 2019

Dear Parents/Carers,

Due to personal circumstances Mrs Lazaro will not be in school for the next 2 weeks.

In order to keep consistency for all children in Year 2 and Year 3, Mrs Burch, our Assistant Headteacher will be teaching in Year 2 for the next 2 weeks and Mrs Taylor, who already teaches Year 3 on a Tuesday and Wednesday, will teach Year 3.

If you have any questions regarding your child's learning or there is anything we need to know regarding your child please direct your concerns to these teachers until Mrs Lazaro's return.

Thank you for your understanding.

Yours sincerely,

Mrs Smith
Head of School



The Church of England
in Essex and East London
Diocese of Chelmsford



Diocese of Chelmsford Vine Schools Trust

