

5th January 2026

Dear Parents,

I am writing to advise that Mr Darlow will be commencing his paternity leave from today until Friday 16th January.

During his absence, Mrs Sawford and Mrs Butcher will teach in Ladybirds. Miss Dodson will oversee the planning for the class.

Should you have any concerns regarding this matter please do not hesitate to speak to me.

Kind regards

Mrs Sawford
Headteacher