



'We can and we will'

GLEBE PRIMARY SCHOOL

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7th June 2018

Dear Parents

Re: Miss Baines and School Journey

I am writing to make you aware that due to personal reasons, Miss Baines will be unable to attend the school journey with the children next week.

Miss Griffiths, who is currently acting Assistant Head Teacher and Glebe's Educational Visits Co-ordinator, will lead the trip in her place. As Miss Griffiths knows the year group well we felt that she was best placed to take the lead and will be ably supported by Miss Chalk, Mr Budden (who has been to this venue 4 times), Ms Copley and Miss Weaver.

If you have any questions, please do not hesitate to contact me via the school office or catch me outside before or after school.

Kind regards

Mrs M. Penney

Head Teacher

