

7 March 2023

Dear Parent and Carer

I am writing to make you aware that Miss Hill is due to have a short pre-planned period of absence from school with effect from 8 March 2023. During this time Mrs Rosier will step into the role of Pastoral Team Leader for Year 8.

Should you have any concerns or a need to liaise with the school in regard to your child please speak with with their tutor in the first instance and then Mrs Rosier as required.

Mrs Rosier can be contacted by email at the following address <u>lisa.rosier@selwood-academy.co.uk</u>

Thank you all for your ongoing support.

Kind Regards

A Ellett

Assistant Headteacher