



Waterloo Primary School

Headteacher:

Mrs. R. Baldwin

Chair of Governors:

Mrs. S. Robinson

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10th February 2023

Dear Parents/Carers,

Re: Mrs Marshall Maternity Leave

I am writing to let you know that Mrs Marshall will begin her maternity leave in March.

We are arranging parents evening to discuss the progress of your child on Monday 27th February and Wednesday 1st March 2023.

I am delighted to advise you that Mrs Franklin will be teaching your child in Mrs Marshall's absence.

Today I have recruited Mrs Sutton to teach the morning intervention class that is currently led by Mrs Franklin

Yours sincerely

Mrs R Baldwin, Headteacher



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