



Beechwood Primary School



Ambleside Close, Woodley, Berkshire, RG5 4JJ

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Dear Parent/Guardian

Class 1/2FJ

I am writing to inform you that Mrs Fields is away from school poorly for the next two weeks and then she will commence her maternity leave. We wish Mrs Fields all best wishes and look forward to hearing about her baby news shortly.

For continuity Mrs Jain will continue to teach this class full time until further notice. Mrs Jain is well known to our school and has vast experience teaching within this age group. This class will continue to be known as 1/2FJ.

Should you have any concerns please do not hesitate to contact me.

Yours faithfully

Gordon Davies
Headteacher

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