

Gravel Hill Primary School  
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Headteacher  
**Miss M Neale**  
Deputy Headteacher  
**Mrs Z Mayston**

[www.gravelhillschool.co.uk](http://www.gravelhillschool.co.uk)

21<sup>st</sup> May 2018

Dear Parent/Carer

### Y6 LIONS CLASS

As you may be aware Mrs Ellinson, the teacher of 4PB will be going on maternity leave at the end of next week.

We are writing to inform you that in order to provide continuity for the children, Mrs Warrington and Mrs Owen will be teaching 4PB until the end of the summer term. I would like to assure all parents/carers of children in 6L that Mrs Owen will be overseeing the planning of all lessons but will share teaching with other members of the KS2 staff.

Yours sincerely

Miss M Neale  
**Head Teacher**

Gravel Hill Primary School is part of the Unity Academy Trust (Company number: 10363519)  
Registered address: Upland Primary School, Church Road, Bexleyheath DA7 4DG  
Executive Headteacher Mrs V Marsh BA Hons, PGCE, NPQH

