

Porters Grange Primary School & Nursery

Part of the Portico Academy Trust

Principal Miss D. Henley Vice Principal Mr M. Aggus Lancaster Gardens, Southend-on-Sea, Essex, SS1 2NS

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CEO - Mrs C. Woolf

Friday 11th November 2022

Dear Parents/Carers,

On Monday 14th November your child's class teacher, Mrs Morris, has to have an operation on her knee. This means she will not be able to return for a few weeks. While she is away, we will be covering the class with two very experienced teachers: our Assistant Principal, who is also called Mrs Morris, and Mrs Bolter.

Mrs Morris and Mrs Bolter have years of experience in teaching reception classes and we are confident this change will be smooth for the children. Mrs Morris has spent lots of time in Sea Lion's class this year and knows the routines and children well.

I am sure you will join me in wishing Mrs Morris a speedy recovery.

Kind Regards

Miss Henley Principal

