



**Cottingley
Village**

Primary School

Headteacher: Mrs Kirsty Hutchinson
CEO: Mr Duncan Jacques CBE

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4th March 2025

Dear Parents and Carers,

I am delighted to announce that Miss Garrett is expecting her second baby in the summer and I am sure you will join me in congratulating her on her good news.

Miss Garrett is expecting to commence her maternity leave towards the end of the summer term so will be with the children until approximately 2 weeks before the summer holidays start. We will be advertising for a teacher to cover her maternity leave and will let you know nearer the time the arrangements for the last 2 weeks of the summer term.

If you have any questions then please don't hesitate to contact me. Thank you for your ongoing support.

Your Sincerely,

Mrs Kirsty Hutchinson
Headteacher