



# St Mary's Catholic Primary School

Headteacher: Mrs Helen Armstrong  
Diocese of Plymouth

23<sup>rd</sup> February 2017

Dear Parents and Carers,

I would like to take this opportunity to update you on Mrs. Armstrong's health and the life of the school this week.

Mrs. Armstrong is currently recovering at home while being monitored by her G.P. She wanted to convey to you all her gratitude for the kind wishes and gifts that have been sent. Although we have no firm date for her return to work, you can be assured that we will communicate this information to you as soon as we have it. There will be a collection at the school gate on Friday 3<sup>rd</sup> March at the end of school, organised by parents. Please continue to keep Mrs. Armstrong, her family and the school in your prayers.

As outlined in my previous letter, the school continues on its path to improvement with the staff and children pulling together in these difficult circumstances. In order to help us continue this process please can I ask for you to take note of the following points:

- That children have early morning activities provided from 8:40 a.m. and that the register is taken at 8:50. Therefore, please allow sufficient time for your child to walk round to their class, prepare themselves for the start of the school day and to be in their classroom in readiness for the register to be taken at 8:50.
- That your child's uniform and haircut is compliant with our policy which can be found attached. In addition, please can I ask that rubber wrist bands are not worn into school as they are a distraction from learning.
- That you drive, park and interact with the local community in a respectful way given that access to the school site is difficult. Please try to think of others when driving, parking or moving around the car park and the local neighbourhood.

Finally, following the OFSTED review meeting in December a number of you expressed an interest in becoming members of the governing body. Thank you to those who were able to offer their support to the school in this way. The governing body, its membership, roles and purpose is currently being reviewed by an external assessor who is experienced in leading improvements in governance. The review process does take time and so please accept our apologies for the time taken. However, the review will have reached its conclusions by the end of this half term and we will then be in a position to formally interview prospective candidates about the skills and attributes they believe they can bring forward.

Thank you again for the support and kindness you have shown at this difficult time; it is much appreciated.

Yours faithfully,

*Richard Howard*

Mr. R. Howard  
Acting Headteacher.



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