



Our Lady and All Saints
Catholic Multi Academy Company
Strong in Faith

ST. EDWARD'S CATHOLIC PRIMARY AND NURSERY SCHOOL

Executive Headteacher: Mrs L Flanagan

Head of School: Mr T Carroll

Packington Lane

Coleshill

Warwickshire

B46 3JE

Tel: 01675 463249

Out of hours Tel: 01675 437539

Email: admin3503@welearn365.com

Dear Reception Parents and Carers,

I am writing to inform you that we expect Miss Rose to be absent for the remainder of this half term. We appreciate that any change in routine can feel unsettling for the children, and we want to reassure you that their wellbeing, stability, and learning remain our highest priorities.

To ensure continuity, Reception will be staffed internally on Thursdays and Fridays. This means the children will continue to be taught by familiar adults—members of our existing team who already know our routines and uphold the highest expectations. Due to natural staff fluidity within the school, we are unable to guarantee that this will be the same adult each week. However, we will manage this period thoughtfully and consistently, always keeping the children's best interests at the centre of our decisions.

Thank you for your understanding and continued support. If you have any questions or concerns, please do not hesitate to get in touch.

Kind regards,

Mr. T Carroll

Mr T Carroll

Head of School

Mrs L. Flanagan

Mrs L Flanagan

Executive Headteacher

We carry the light of Christ as we love, live, learn and look after each other'

