



St Martin's School

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Headteacher/Prifathro: Mr L Jarvis

26 January 2018

Dear parent/guardian

I am writing to update you on the current situation whereby one member of staff is currently off work due to illness which is impacting on ICT, Business and Welsh Baccalaureate lessons.

As a result of the above circumstance, we have an experienced ICT supply teacher that will fulfill this role until this member of staff returns. We will continue to manage this situation to the best of our abilities to ensure the quality of teaching and classroom management is of the usual standards.

We will ensure that the exam classes taught will receive maximum support from all members of each subject area. Digital resources will be provided on google classroom where possible, which will provide additional support to our students.

Please could we ask that you contact us should there be anything we can help further with. We will encourage students to seek our support and help if it is required too.

I thank you for your support during this time.

Yours sincerely

Mr. Lewis
Head of ICT/ESLT

Learning Together, Achieving Forever **Dysgu ynghyd, cyflawni o hyd**

