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RSA/MEL

14 October 2024

Dear Parents and Carers,

It is with a heavy heart that I write to inform you of the sudden passing of Linda Marshall, a cherished member of our school community. Linda sadly passed away over the weekend, and we are all deeply shocked and saddened by this news.

Linda worked at our school for nine years as a dinner lady and cook, and her presence made a significant impact on both the students and staff. She was known for her kindness, dedication, and warmth, and she will be greatly missed by everyone who had the pleasure of knowing her.

Earlier today, I shared this sad news with students during a school assembly. Many of them were understandably shocked and saddened by what they heard. We recognise that this is a difficult time, and we want to ensure that our students have the support they need. Throughout this week, we will be offering a quiet space in the school where students and staff can go to reflect, talk, or simply take a moment to process their emotions.

We encourage you to take some time to discuss Linda's passing with your child at home. Children may react in different ways, and an open conversation can help them express their feelings and ask any questions they may have.

Our thoughts and deepest sympathies are with Linda's family during this incredibly difficult time. She was a valued member of our school, and she will always be remembered fondly.

If you have any concerns or if there is anything we can do to support your child during this time, please do not hesitate to contact us.

Yours sincerely

**Ms R Sandham**  
Principal