

Dear Parents

As you are aware, we were all devastated by the unexpected death of Siobhan last week. It is no exaggeration to say that she was one of the best loved members of staff to have worked at St Monica's. Her role brought her into close and frequent contact with staff and children across the School, and we all benefited from her outstanding warmth and solicitude as well as her dedicated professionalism. Also, after twenty-three years' service, she was one of our longest-serving staff.

The funeral arrangements have been made: a Requiem Mass at St Monica's Catholic Church, Stonard Road, N13 on Friday 12<sup>th</sup> May at 11.30am will be followed by burial in a local cemetery. Virtually all staff would very much like to attend and pay their respects to Siobhan.

The Local Authority and the Diocesan Education Service have advised me that governing bodies have the authority to permit the closure of a school in exceptional circumstances, including the funeral of a member of staff who has died in service. I have duly consulted our Governors. The majority view is that **the School should be closed on Friday 12<sup>th</sup> May, except for Year 6 pupils who must attend until 10am to complete their last statutory maths test.**

Governors were, however, very mindful of the considerable inconvenience this could cause for parents and of the difficulty in balancing that with the distress that would be suffered by staff if they could not attend the funeral. Whilst still concluding that staff should be enabled to pay their respects to Siobhan, we want to make provision for working parents who will be unable to arrange child care that day. To that end, I am asking Terry Gritton, who runs our after-school football clubs, to organise a day of multi-sports and activities from 9am to 3.15pm. If you need this provision, please click the following link and complete the form no later than Friday 5<sup>th</sup> May: Places will be limited, so please do not apply if you are in a position to make other child-care arrangements. <https://forms.gle/RyyKAfQSij9BG2jf8>.

We request that Year 6 children come to school at 8.45am ready to start their maths test at 9am. They can then be collected at 10am, unless they are joining Terry's child-care group.

Thank you for the compassion and empathy you have shown during these last two weeks and for your understanding regarding the day of Siobhan's funeral.

Kind regards

Kate Baptiste