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Dear Parent

18 March 2019

Mrs Judith Barr

As you may already be aware, Mrs Barr has decided to retire early from her nursery post due to ill health.

Mrs Barr has been the teacher of our afternoon nursery class since its beginning in 2003 and will be very much missed as part of the nursery team. Over the years her love for the children and dedication to her role have been evident, and we would like to pay tribute to her formally.

If you would like to make a family contribution towards her leaving gift, please forward this to your eldest child's teacher by Friday 29<sup>th</sup> March. This will be presented to her at a special assembly before the end of term. Thank you.

Yours sincerely

A handwritten signature in black ink that reads 'S.H. Moore' with a stylized flourish at the end.

S H Moore