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Date: 27th January 2020

Dear Parents and Carers,

With a very heavy heart, I am sorry to have to tell you that a much-loved member of staff, Mrs Hayley Guest, sadly passed away on Friday 24<sup>th</sup> January. Mrs Guest had worked at our school for over eight years within the Science team and was one of our Looked After Children Coordinators.

She was a dedicated, well thought of member of staff who will be sadly missed by us all. Some of you may know that Mrs Guest had been receiving treatment for Multiple Sclerosis. Despite the challenges this disease brought, Mrs Guest always endeavoured to help our students. She cared deeply about supporting the children at Oldbury Academy and we will all be forever grateful to her for helping make our school a better place. At this difficult time, our hearts go out to her family as they grieve, and strive to come to terms with their loss. Our thoughts and love are with them.

Our students were told today and many will have been quite upset at the news. Clearly, there will be a number of students that knew, or were taught by Mrs Guest, and we have been particularly mindful to break this news to them very carefully. Children respond in different ways and staff have been on hand to support those that need it. I am sure there will be many parents and carers who are also saddened by the news.

You may find your child has questions to ask which we will answer in school in a way appropriate to their level of understanding, but if you feel you would like more support and advice yourself, please do not hesitate to contact the school office. You may also find some very useful advice and resources online at www.childbereavement.org.uk

We will share details of the funeral as soon as they are known.

I am sorry to be the bearer of sad news but I appreciate an occurrence like this impacts the whole school community. I am so grateful for the partnership we have with parents and carers and trust that we, together, will be able to guide and support children through what may be, for many, a very new experience in their lives.

Yours sincerely,

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Mr Philip Shackleton Headteacher









