



4<sup>th</sup> March 2019

Dear Parent / Carer

It is with the deepest regret that I have to inform you that Miss Heather Craggs, one of our High Level Teaching Assistants, sadly died suddenly during half term.

Miss Craggs has been a valued and respected member of our school community for twelve years and was devoted to the children in her care. Her immense patience and understanding meant that she changed hearts and minds of many of our students whilst supporting them to achieve academically. She will be missed desperately by staff and students alike and we are grateful that she gave so much of her time to the school.

Ebor Academy Trust have offered us access to external support by way of counselling for staff and students who feel this would help them at this very difficult time. Please do contact us as soon as possible if you feel your son / daughter would benefit from accessing this support.

Today we all share the grief of a cherished colleague taken from us before her time. I'm sure you will join us in sending heartfelt condolences to her family.

Miss Craggs' funeral service will take place at The East Riding Crematorium, Octon at 2.30 pm on Thursday 14<sup>th</sup> March. As a mark of respect and to allow staff, students and parents to attend the funeral service on Thursday 14<sup>th</sup> March, school will close at 11.50 am. Miss Craggs' family have asked that we let students and parents know that they are very welcome to attend if they so wish. School buses have been arranged to depart at this earlier time and students in receipt of Free School Meals will be provided with a packed lunch.

If you have any queries please contact my secretary, Mrs Hinchliffe, on 01723 518108.

Yours sincerely

Mr T Cartmail  
Headteacher

