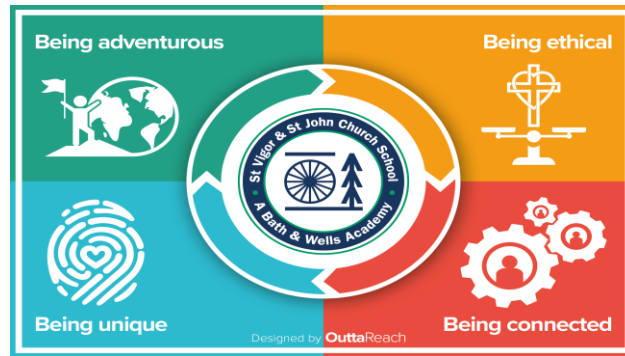




**Tel: 01761 233847**

**School Email:**

[Enquiries@svsj.bwmat.org](mailto:Enquiries@svsj.bwmat.org)

**Nursery Email:**

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**Website:**

[www.stvigorandstjohnschool.co.uk](http://www.stvigorandstjohnschool.co.uk)

**Executive Headteacher: Mr Chris Chorley**  
**Head Of School: Mrs Leah Sheppard**

Dear Parents and Carers,

We wanted to let you know that Elise's funeral will be held on Monday 17<sup>th</sup> November. Many of our staff would like to attend to pay their respects. As the service takes place during the lunch period, this will leave us short-staffed for a time.

We are putting arrangements in place to ensure the children remain fully supervised and continue to receive their lunch as normal. We have contacted our catering provider, who has kindly agreed to supply a school packed lunch for all children who would usually receive a hot meal. This will allow classes to eat in their classrooms under the supervision of their teachers.

If you would prefer to provide your child with their own packed lunch from home, and currently have a hot lunch booked, please can you let the office know by 10 am tomorrow if you would like this cancelled.

If you do not cancel, we will presume that you are happy for your child to have a packed lunch provided by the catering company on that day.

Thank you for your understanding and support at this difficult time.

Kind regards,

Leah Sheppard

Head of School



**St Vigor and St John Church School & The Mill Nursery,  
Wells Road, Chilcompton, BA3 4EX**



@ChurchSvsj

