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Monday, 19<sup>th</sup> April 2021

Dear Parent / Carer,

It is with great sadness and a heavy heart that I am sending this letter to inform you that Sam Willis, one of our much loved lunchtime supervisors, has passed away this weekend. Following emergency heart surgeries, she never recovered.

Sam was based in Year 5, currently working in Churchill class. Myself, Mrs Head and Mrs Hoskins informed all classes in year 5 this morning of this sad news.

Staff are obviously in shock and upset. As a school, we will make a memories book for Sam's daughter, children and staff can add to this over the next week.

Children respond in different ways so may dip in and out of sadness, and questions, whilst alternately playing or participating in their usual activities. This is normal and healthy. You may find your child has questions to ask which we will answer in an age-appropriate way in school, but if you feel you would like more support and advice yourself, please do not hesitate to contact the school Pastoral Team. You may also find some very useful advice and resources at

[www.childbereavement.org.uk](http://www.childbereavement.org.uk) / [www.winstonswish.org](http://www.winstonswish.org) / [www.cruse.org.uk](http://www.cruse.org.uk)

I am sorry to be the bearer of sad news, but I appreciate an occurrence like this impacts the whole school community. Together, we will be able to guide and support the children through what may be, for many, a very new experience in their lives.

Please see attached to this letter, information on bereavement. If you require any further support for your child, please contact the pastoral team.

Our thoughts are with Sam's family and friends at this difficult time.

Yours sincerely,

Anne Ansell  
Head Teacher

