



Clackmannanshire Council  
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**Alva Primary School**

Headteacher; Rosemary McAulay  
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Contact: Rosemary McAulay

Parent/Carer P1A

Direct Tel:

Our Ref: RMcA/HS

Date: 13<sup>th</sup> December 2017

Dear Parent/Carer

Mrs Amer will be absent from school until after the Christmas holidays. We are hopeful that she will return in the New Year. I will keep you up-dated as soon as I have more information.

Yours sincerely,

Miss McAulay  
Headteacher