



# Tring School

CEO of the RLP: Mrs Susanna Collings BSc(Hons), MA, FRSA  
Head of School: Mrs Sally Ambrose BA(Hons), NPQH  
Mortimer Hill Tring Herts HP23 5JD



2 October 2020

Dear Parent/Carer

I am writing to advise you that Mrs Toovey requires surgery and will be having a routine, planned operation in early October, with an expected recovery time of 3-6 weeks. This is obviously subject to it not being cancelled due to the current pandemic. Her last working day before the operation will be Wednesday 7 October.

We fully appreciate that her absence during this time may cause some concern amongst her students and yourselves, however, please be assured that we have been able to plan ahead to ensure that there will be minimal impact on the students' learning.

Both myself and Mrs Toovey have spoken with all of her students to hopefully alleviate any concerns they may have, and I will be available to support them throughout her absence and to ensure the set work is fully understood and completed.

If you have any concerns or questions regarding this matter, then please don't hesitate to email me at [aesland@tringschool.org](mailto:aesland@tringschool.org)

Yours faithfully

Miss A Esland  
Subject Leader - Social Sciences

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