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Ref: AGi/LT

19 June 2023

Dear parents

Further to the sad news before half term that one of our Year 10 students, Adele, had passed away, I write regarding her funeral at Heacham Church this Friday (23 June) at 10am.

For any students who wish to attend the funeral, if parents please contact the Attendance Officer to confirm (on [attendance@smithdonhigh.org.uk](mailto:attendance@smithdonhigh.org.uk), 01485 536123), absence will of course be authorised. It has been requested that those attending wear bright colours. Those Year 10 students attending the funeral will be given the opportunity to take their scheduled exams on Tuesday 4 July during periods 1 and 2 in the Sports Hall for this option block only. (Option Block A)

For students coming to school on Friday, we are inviting staff and students to wear something pink in memory of Adele, donating £1, which we will donate to a charity of her family's choice.

Please be aware that I have enabled as many staff who wish to attend the funeral as possible to be able to do so. As a result your child may have an alternative lesson during periods 1-3 on Friday morning. I hope you can understand the reasons for this.

In due course we will hold our own in-school commemoration and, following requests from several students, we are looking to plant a pink blossom tree in our student garden area in Adele's memory.

Kind regards.

Yours sincerely

*A. Gibbins*

**Mrs A Gibbins**  
**Headteacher**

