



CANSFIELD

ACHIEVING EXCELLENCE TOGETHER

10th November 2022

Dear parents and carers,

I am writing with some sad news and a request. As many of you will know, one of our lovely receptionists, Tracey, died over half term. Tracey has been off ill since March and very quickly and unexpectedly received a terminal diagnosis. Our team have stayed in touch with Tracey throughout and visited her at the hospice she was staying in and the news of her death has hit us all very hard.

Having worked in many schools I can categorically state that the reception team at Cansfield are the best I have encountered and they are central to the support we provide students and families as well as acting as the key interface between the community and the school. Tracey fully embodied this ethos and in the five years I knew her, she always engaged with our children in a manner that was characterised by love and care.

Tracey's funeral is on Tuesday 15th November. Numerous members of staff, including all of the administrative team and myself, will be attending the funeral as will several senior students to represent our wider student body. While we are content that we will have the capacity to keep the school fully open, presence on the reception will be heavily stretched. Could I ask that any non-urgent communication with school is restricted on that day and you either drop an email to my PA, Karen (k.smith@cansfield.wigan.sch.uk) or direct to me (g.baker@cansfield.wigan.sch.uk) and we will deal with it as quickly as is possible.

We have been touched by the many kind words that we have had from our wider community. If you would like to pay your respects we are collating all condolence cards, which we will give to the family after the funeral.

You may well be aware that we have struggled with cover for the last couple of weeks due to a series of unfortunate incidents that have included accidents, operations and bereavements. We anticipate that staffing levels will return to normal in the next couple of weeks and thank you all for your patience during this time. If you do have any concerns in the meantime you are always welcome to contact me.

As always, thank you for your continued support for our school and our community.

Best wishes,

Geoff Baker.
Executive Headteacher

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