



Grazebrook Primary School
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Interim Executive Headteacher: Ms Nicole Reid
Headteacher: Ms Jess Hutchison

Monday 24th September 2018

Dear Grazebrook Families,

Emergency Contacts

With the the start of the new academic year well underway, we are asking our families to ensure that we have correct contact details and emergency numbers. We realise that phone numbers and email addresses may change from time to time so are asking our families to provide us with current contact details for family members and contacts.

It is very important that we have these details so we can get in touch with you in case of an emergency. Here at Grazebrook we must hold at least three emergency contacts for each pupil so please ensure you complete all three columns.

Please update your emergency contact details using the form attached and return to the school office asap.

Thank you in advance for your support.

Yours sincerely

Jess Hutchison
Headteacher