



19 November 2025

Dear Parent/Guardian

Further to my letter dated 7 November, I am now able to share with you the arrangements for Mr Jones's funeral.

The funeral service for Mr Jones will be held on Thursday 4 December at 2pm. Due to the large number of staff (over 100), family and personal friends attending the funeral, it is unfortunately not possible for parents and/or students to attend. However, the family are intending to live stream the funeral. Details of how to access this stream will be shared with you as soon as we have them.

We are creating a memory book for Mr Jones' family, we warmly welcome parents and students to email any messages or memories they would like us to include to mesoffice@maidenerleghtrust.org.

As a mark of respect, and to facilitate the large number of staff attending the funeral, we will be closing the school on the Thursday 4 December. Year 12 exams scheduled for Thursday 4 December will be rearranged, and further details of these arrangements will be shared with students in the coming days by the sixth form team. School will reopen on Friday 5 December as usual.

Thank you for your understanding and support during this challenging time. Our thoughts are with Mr Jones's family at this difficult time.

Yours sincerely

Mr S Jump
Headteacher

