



**PURBROOK INFANT SCHOOL**  
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21 April 2026

Dear Parents/Carers

**Subject: Funeral arrangements**

As you are all aware from my previous letter regarding the loss of our dear Mrs Pratt, we were awaiting details of her funeral and the family have now kindly shared this information with us. The service will take place on **Wednesday 13 May**.

Having spoken with staff and given time for us all to process her passing, it is clear that most, if not all, members of the school team wish to attend the funeral to pay their respects and say their goodbyes. It feels, as I have said before, morally right to close the school on that day out of respect for Mrs Pratt; additionally, the number of staff wishing to attend would make it unsafe to keep the school open. As a working mum myself, I fully understand the difficulties such a closure may cause for families, and I appreciate your understanding at this very sad time. I could not in good conscience select who should attend and who should remain; that simply would not seem right.

I am writing today to give you as much notice as possible so you have time to make childcare arrangements. Please also note that **Breakfast Club and Beehive** will be closed alongside the school on **Wednesday 13 May**. No charge will be made for these sessions and we will apply a credit to your child's account.

I wish to take this opportunity to thank our lovely school family for the many messages of condolence and the kind words that have been shared; many of these have been passed on to Mrs Pratt's family and have been greatly appreciated. Several parents have asked about a collection or flowers for the funeral. At present I do not have confirmed details about flowers or any designated charity collection; the family will advise if they would like contributions in a particular form.

We are, however, considering a small memorial at the school once things have settled. Mrs Pratt was a keen gardener and it is our intention to plant a tree in her memory. You would be very welcome to contribute to this memorial; I will share further details when they have been finalised.

**To clarify: The school, breakfast and afterschool club will be closed on Wednesday 13 May.**

With sincere thanks for your support and understanding at this difficult time,

Mrs L A de Carteret  
Headteacher