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## **Death of a Staff Member**

Dear Parents and Carers

This week we have the sad task of informing the children of the death of Sam Cole who died suddenly during half term. We are advised that it is important for us to be factual when discussing this with the children to avoid them developing misconceptions.

We do not intend to dwell on the topic however, we do plan to briefly inform the children that Sam has died. We will not be telling them that she has been 'lost', has 'gone to sleep' or has 'passed away' for example, as this can lead to confusion for children. This will be during their normal group time sessions, with a familiar adult present.

Sam was a greatly valued member of our school community and will be missed by everyone who knew her. When someone dies, young children may experience many different feelings, such as sadness or anger. Some may feel shocked and upset by the news, while others may be confused or numb. Some may not understand the concept and/ or not feel sad at all. These reactions are all normal.

Where children do have questions, we will try to answer these by using age-appropriate and honest language. Should questions arise at home, please see the 'bereavement for parents' document by clicking on the 'parents' tab and then the 'letters' tab of our website. Alternatively, you can visit [www.childbereavementuk.org](http://www.childbereavementuk.org) for further information. Our thoughts are with Sam's family and friends at this time. We will be in touch with details of how our school will celebrate and remember her life.

Thank you for all of your support

Yours Faithfully

David Aldworth  
Executive Headteacher

Credit to Child Bereavement UK; Managing Bereavement in School

