

**PATFIN PRIVATE SCHOOL**

**11, OYELAMI STREET AKESAN, LAGOS STATE, NIGERIA.**

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Nwani Finbarr, Mercy Igbomiyie,

Proprietor Head Teacher

*December, 7th, 2018*.

Dear Parent,

**An Incident Involving Your Child ( OGHENEWEVDE SAMUEL EBOSA ) That Ocurred in the School on December 7th, 2018.**

At about 12:20pm in the school after the 1st Term’s Examinations had ended, a report was brought to me that a pupil in Year One [ **SAMUEL ALAYANDE** ] threw a pencil into the eye of your child [ **OGHENEWEVDE SAMUEL EBOSA** ] by mistake.

The boys were brought to me and First Aid [ *Rinsing in clean water and using a recommended eye - drop* ] was administered to the injured child.

The teacher was served an official query for not ensuring that pencils were collected after use.

We sincerely regret the pain and injury caused by this unfortunate incident.

Yours Faithfully,

***Mercy Igbomiyie,***

Head Teacher.

