

EXECUTIVE HEADTEACHER:

Ms Helen Comfort

(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

Mrs Rachel Hindle

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'For Learning That Lasts A Lifetime'

18th March 2024

Dear Parent/Carers of Reception Class

As you are already aware, our current class teacher, Miss Owen, will be leaving at the end of this term.

Mrs Harriet Richardson will be joining us as the new class teacher and will be in class on Thursday this week getting to know all the children.

Please note that Mrs Richardson has some prior commitments on the following dates: April 15th, 16th, 22nd, 23rd, and 29th. On these days, we will be welcoming Lucy Dillon into the classroom as a temporary replacement. Rest assured, Mrs. Richardson will be fully briefed on your child's progress and needs upon her return. Mrs Morris will also be in the class throughout these changes for you and the children.

We understand that transitions can sometimes be challenging for students, but we are committed to ensuring a smooth and positive experience for everyone involved. If you have any questions or concerns regarding these changes, please do not hesitate to contact me or the school office.

Thank you for your understanding and continued support.

Yours sincerely

Rachel Hindle

Head of School

