

EXECUTIVE HEADTEACHER:

**Ms Helen Comfort**

(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

**Mrs Rachel Hindle**

(B.A.Hons, PGCE, M.A.Ed)



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*'For Learning That Lasts A Lifetime'*

27<sup>th</sup> March 2019

Dear Parent/Carers of Class 1,

**Staff News**

I am writing to inform you that Mrs Kirsty Lewis will be increasing her working hours after the Easter break and will be teaching Class 1 Monday-Thursday. Mrs Samantha Whitbread will be teaching the class on a Friday – she has teaching experience from her previous position before joining us as a Teaching Assistant.

Mrs Louisa Wallis will be teaching Year 3 for the summer terms due to a re-organisation of staffing following Mrs Olivia Wong's resignation.

This information has been shared with the children in class today.

In addition, I would like to inform you that Mrs Lewis is undertaking a piece of work for me at St Mary's, Dover this week. Mrs Wallis will be accompanying the children on their class trip on Thursday (tomorrow) and Mrs Whitbread will be leading the teaching of the class on Friday. Mrs Lewis will be back at St Margaret's next week.

As always, if you have any questions or concerns please don't hesitate to see me or Mrs Hindle.

Yours sincerely

**H Comfort**

**Executive Headteacher**

