

Together...
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Headteacher: Mrs Jenny Ashley-Jones BA Ed (Hons)
Deputy Headteacher: Mrs Stella Collins BA (Hons)

Tuesday 21st November 2017

Dear Parents and Carers,

I am writing to inform you of a staffing change that will be happening in Caterpillar Class from January 2018. As you are aware, Mrs Laphorn has been absent for a significant period of time following a family tragedy. Unfortunately, she has taken the difficult decision to resign her post from January in order to spend more time with her family. We will be very sorry to see Mrs Laphorn leave. She is however hoping to return at the end of November to work again in Caterpillar class before she leaves at Christmas.

This has allowed us to make some changes within Early Years that we had already planned on doing later on in the year. We have brought forward the advertisement for an Early Years Phase Leader and teacher of Caterpillar class and I am delighted to say that Miss Wood applied for and was successfully appointed to the post. She will therefore move to Caterpillars class from January, although she has already been teaching within the class whenever possible. This will be a full time appointment so Mrs Mount will be moving from Caterpillar class and will be providing additional capacity in another teaching role within the school.

The appointment of Miss Wood will enable me to concentrate on my other Deputy Head roles, as well as spending the rest of the year working alongside her to ensure a highly successful transition. Miss Wood has a great deal of experience in Early Years, having led the phase in the past and I am delighted that she will be returning to lead in January.

There will be an opportunity for you to come into class at the end of the day on 30th November to meet with Miss Wood, before she takes over but if you have any questions in the meantime, please do not hesitate to see me or Mrs Mount and we will endeavour to answer them.

Yours Sincerely



Mrs Stella Collins

Deputy Head Teacher