

7th December 2020

Dear Parent/Carer,

I am writing to update you on staffing changes which will impact on your child's class. Mr Charlton has secured a promotion outside of the Trust which will see him relocate to Northumberland to take up post as Deputy Headteacher.

We would like to take this opportunity to congratulate Mr Charlton on his new job as well as the service he has provided to Year 6, securing an excellent start to the academic year. He will undoubtedly be missed by the children and staff alike.

On return in January, Mr A. Bower will take the position of Year 6 Class Teacher having previously taught the class when they were in Year 5. Mr Bower is familiar with the routines and structures of Year 6, which will allow for a smooth and efficient transition.

Until the end of the term, Mr Charlton will continue to teach Year 6 and will be meeting with Mr Bower to discuss key transition information about the progress and individual needs of the children in the class.

Yours faithfully,

Mrs R Skirrow
Principal