



3rd October 2017

Dear Parents/Carers

We would like to inform you, following a staff resignation, of some staffing changes that will begin after the half term holidays. After many years of commitment and work with young children and their families Mrs Harrison will sadly be leaving us on the 20th October 2017. This was a difficult decision for her to make but she has decided to take the opportunity to spend more time with her own family and have a well-deserved rest. We are really happy for Mrs Harrison and wish her well but she will be really missed by all, especially the children. Although I have only worked with Mrs Harrison for a short time it is clear that she is a highly skilled, dedicated and positive member of staff. I would like to take this opportunity to thank her for all the support she has offered me, all the other staff, governors and many children and their families.

From Monday 30th October Mrs Harrison's group leaders will be:

Monday, Tuesday and Wednesday morning group leader – Miss Zubir

Wednesday afternoon, Thursday and Friday – Mrs Evans

Miss Zubir is already working in the nursery and is familiar to lots of the children. She also supports children attending for 30 hours and looks after the children who are in our after school club.

Mrs Evans is an existing group leader and has been working together with Mrs Harrison's group at the end of the week. The children are very familiar with her and have already developed a good relationship.

We will ensure that before the holidays both groups of children will spend lots of time with their new group leaders. We would also like to reassure you that although children have a group leader they already spend lots of time with other members of staff and many have built up strong relationships with them as well. We are obviously aware that this transition may be more difficult for some children and will continue to support them during this time.

We are hoping to appoint a new member to our existing staff team and are looking for someone who will bring the same high quality experiences as Mrs Harrison to all our children. We will keep you informed.

If you have any concerns please feel free to speak to a member of staff.

Thank you for your continued support

Jenny Martin

Headteacher

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