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Head Teacher: **Ms V Sengupta**

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Friday 7th October 2016

Dear Parents/Carers of Thistle class children,

I'm writing to inform you of some staffing changes that will be taking place in Thistle class.

Unfortunately due receiving the resignation of Mrs Laughland last week, I have had to evaluate the staffing across the school to ensure that the children's education is not compromised and to minimise disruption. The children are my primary concern and this is why I have made some changes to the teaching staff within Thistle class.

Ms Husband will no longer be working in Thistle class; she will be moving to year 6. This will take immediate effect from Monday 10th October.

Miss Smiles for the next 2 weeks will be the main teacher in Thistle class.

After half term Miss Smiles and Mr Howard will be the two teachers of Thistle class. Miss Smiles will be the morning teacher and Mr Howard will be the afternoon teacher. This decision has not been taken lightly but is the best solution for the children. Miss Smiles and Mr Howard will be planning together over the next couple of weeks in order to create a great teaching team for the children, to ensure greater consistency and continuity.

I also need to make you aware that Miss Smiles has been called for Jury service for two weeks in November. Mr Howard and Mrs Dyckhoff will be with the children over this time.

It is also wonderful news that Miss Smiles is expecting her first child. She will be leaving to start her maternity leave at February half term. We have already planned for this. Mr Howard will remain as the afternoon teacher but Mrs Saunders, who teaches the children regularly and knows them very well, will become the morning teacher. This is again the best solution for the children as they will not have any unknown staff teaching them.

I can only apologise that there are some changes occurring in Thistle class, but I hope you can see that we have put the children's needs and their best interests at the forefront to ensure that the quality of the teaching and learning and their education is not compromised.

If you have any questions please do speak to Miss Smiles or make an appointment via the office.

Yours sincerely

Ms V Sengupta

Head Teacher