



30th May 2019

Dear Parents/Carers,

I am writing to confirm the staffing arrangements for year 1 from May Spring Bank. As you know Mrs Bott is expecting her first baby in July and will be due to commence maternity leave at the end of June 2019. After the Spring Bank holiday year 1 will be taught by Mrs Bott, in the first couple of weeks, alongside Mrs Brooke who will then teach the class until the end of the summer term.

Mrs Brooke has covered maternity leave at Harden before and has been in school carrying out some specific group work. To begin with both teachers will work together to ensure that the transition is smooth and Mrs Brooke understands the needs of every child.

We have put the children first and tried to ensure that there is minimal disruption to the class.

I am sure you will join me in wishing Mrs Bott all the best for this exciting event and look forward to seeing the baby once he/she arrives.

If you have any questions then please approach a member of staff who will be able to help you.

Thank you for your support.

Yours sincerely,

Mrs Kirsty Hutchinson

Headteacher