



**Headteacher:** Mrs Michaela Velayudhan Tomlin  
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### IMPORTANT STAFFING CHANGES IN YEAR SIX:

Thursday 2<sup>nd</sup> November

Dear Parents/Carers,

It is with great sadness that we write to inform you Mrs Everett, our longest serving staff member will be leaving us at Christmas. We know you will all agree with us when we say Mrs Everett will be a great loss to our school community.

We fully appreciate that you may feel apprehensive about this change, we understand and wanted to reassure you all. Whilst a change in teacher during an academic year is unexpected and are changes outside of the school's control, we will work hard to ensure that the right person is appointed and continuity is maintained.

We are fully committed to ensuring our children in year six receive a high-quality education through transitions made between current and new staff working with them. This will ensure continued success during their final year of their primary education, including in their preparation for SATS and secondary education.

We intend to keep you fully informed over the coming weeks and will write to you again in due course. We thank you for your continued support.

Best wishes  
Mrs Velayudhan Tomlin

