



Green Meadow Primary School

An Academy,
achieving more,
learning together.



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Miss H Setchell, Head Teacher

13th December 2017,

For the attention of the Parents in 1J

Dear Parents,

It is always our intention to keep parents as informed as possible as to changes in staffing and school developments.

Mrs Jones is hoping to commence maternity leave at the end of this Autumn Term. To ensure that there is as smooth a transition as possible in the education and welfare of the pupils in 1J, an experienced teacher has been employed for the rest of this academic year. Mrs Ralif will join us from today, 13th December 2017 so that she can get to know the children and become familiar with Green Meadow guidelines and procedures. Mrs Jones has planned that her last day of working will be Friday 22nd December.

I am sure that you join me in welcoming Mrs Ralif to Green Meadow. Thank you for your continued support.

Yours sincerely,

H. Setchell

Headteacher