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Headteacher: Mr Iain Horner

11<sup>th</sup> October 2024

To Parents and Carers of pupils in Beech Class,

As you will probably know, Mrs Caulfield is due to begin her maternity leave soon. Her final day of teaching in Beech Class is planned to be Tuesday 22<sup>nd</sup> October. I'm sure that you will join me in thanking Mrs Caulfield for her teaching so far this year and her contribution to ensuring that the transition into Year 1 has been a smooth one for the children. We wish her all the best for the new addition to her family.

The Senior Leadership Team and I have been working hard behind the scenes to make arrangements for the remainder of this academic year and we are now in a position to inform you of the plans.

Until Christmas, the teaching responsibilities in Beech Class on a Monday and Tuesday will be shared between Mrs Salter and myself, with support from Miss Tolley (Beech Class Teaching Assistant).

After Christmas, I am delighted to say that Abigail Fraser will be returning to Chesterton to cover all of Mrs Caulfield's teaching commitments for the remainder of the year. Some of you may be aware that Mrs Fraser covered a significant amount of time in Beech Class during the last academic year, in addition to the beginning of Miss Phillips' maternity leave. Therefore, as well as being an experienced teacher, Mrs Fraser also knows the school, staff, classroom and Year 1 curriculum very well.

I have every confidence in these arrangements, the teachers involved, the support staff (who have a good knowledge of Beech Class routines), as well as the children's ability to adapt to these changes.

If you have any questions or queries, please do not hesitate to contact me.

Yours sincerely, Mr. I Horner (Headteacher)

