



Principal: Jo Storey
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13th December 2019

Dear Parents / Guardians,

I am delighted to inform you we have been able to appoint Mrs. Sally Russell in Year 3 to cover Mrs. Usher's maternity leave.

Mrs. Russell comes to us with a wealth of experience in Key Stages 1 and 2 and has worked in both the independent and state sectors. She will be taking over Mrs. Usher's current timetable and clubs and has a particular interest in History. Mrs. Russell very much enjoyed her visit to the school and is delighted to be joining our committed team. I would like to invite parents and children to visit Mrs. Russell from 2.30 pm on Tuesday 7th January in the Preparatory Division where we will be able to have an informal meeting and answer any questions you may have.

I would like to take this opportunity to thank you all for your patience with this matter while we confirmed arrangements. I fully appreciate the concerns some of you have expressed but Mrs. Storey and myself were keen to appoint the most suitable candidate. I would also like to reassure you that a detailed and comprehensive handover will take place before the beginning of term in order to ensure a smooth and effective transition for all.

Please do not hesitate to contact either myself or Mrs. Storey should you have any further questions.

Yours sincerely,

Mrs Julia Saghri
Head of Preparatory Division