

24th January 2020

Dear parents,

**Staffing update**

I am writing to you to let you know about a change of teacher in Hawthorn class which will commence on Monday. Mrs Vice has spent a morning with us today following news from Mr Walsh that he is taking up a post in another school. It is unfortunate that we were unable to appoint a permanent teacher yet but we are trying to rectify this as quickly as we can. When a member of staff is absent I cannot initially backfill the position with a permanent member of staff and so have to rely on our trusted supply agencies to cover until we are able to advertise the post. The difficulty I have is that supply staff who are very good often get offered permanent posts and we have been unlucky with Mr Jagger and Mr Walsh for these reasons.

I wish that I could resolve the issue of staff absence much sooner but cannot plan for an illness and am doing everything I can to mitigate the disruption to the class.

Mrs Vice is an experienced teacher and has spent some time today in Hawthorn class getting to know the children and systems. I will be supporting her in the coming week to ensure all children are effectively planned for and I intend to provide you with some feedback about your child’s progress on the open afternoon event we are hosting. I will send the details of this soon.

I am grateful for your ongoing support and understanding. I will be in touch as soon as I can once we have appointed a permanent teacher.

Kind regards,

Miss Watson

