



Urchfont C. E. Primary School

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2nd September 2021

Dear Parents,

I hope you have enjoyed a lovely summer break.

I wanted to inform you that staffing in Owls will be slightly different than what we had anticipated this year. Unfortunately, Mrs Leese has requested a reduction in her teaching commitment due to family circumstances. This has occurred at the end of the summer break and we are in the process of recruiting a temporary replacement for Mrs Leese.

In the meantime, Mrs Groves will continue to teach Owls on a Monday, Tuesday and Wednesday as usual. Mrs Leese will teach Thursday and Friday mornings and I will teach the Thursday and Friday afternoons for the next few weeks.

I understand this might be unsettling for your child as we have to make changes, but we are working to finding a suitable arrangement for Owls as soon as possible.

Yours sincerely,

Mrs Carol Talbot
(Head Teacher)

