

7th December 2016

Dear Parent/Carer

Tutor Group 5G

I am writing to inform you that we have recruited a Year 5 teacher to replace Mrs Sibley from the start of January 2017.

Our appointment is Mrs Earnshaw, an experienced Year 5 teacher who has worked at Edwinstree Middle School for a number of years. As you are all aware a change in teacher can be a worrying time for your child therefore, we have committed to a three week handover in January, where both teachers will be supporting and teaching your child.

This should allow for a detailed handover in which Mrs Earnshaw can take time to familiarise herself with all the children in the class and work alongside Mrs Sibley to understand their current progress.

In order to introduce Mrs Earnshaw, we would like to invite you to attend a 30 minute drop in session on Wednesday 14th December 2016 at 4pm. Mrs Sibley and Mrs Earnshaw will be there to welcome you. I would also like to confirm that both teachers will be in attendance at the Year 5 Parents' Feedback meetings on:

9th January 2016 from 12:15pm-4:30pm

16th January 2016 from 12:15pm-4:30pm

I would like the opportunity to thank Mrs Sibley for stepping out of retirement to support the school and your child. I know she has really enjoyed getting to know the children and helping them to progress.

Yours sincerely



Jo Gant
Headteacher