

Knowleswood Primary School
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Dear Parents and Carers,

I am writing to inform you that unfortunately Miss Williamson has now left Knowleswood and will no longer be teaching Willow Class. This is due to personal, unforeseen circumstances out of anyone's control.

I am aware this news will come as a surprise but we will continue to work hard to secure the foundations that Miss Williamson had put in place.

We are aware of the number of teachers that Willow class have had this year and understand your concerns regarding this.

Moving forward we want to avoid introducing another unfamiliar teacher to the children and have therefore made the decision for Mr Sutcliffe to have overriding responsibility of teaching the class.

We want to avoid bringing another new teacher in at this stage in the year. Therefore from now until the end of the year I am pleased to let you know that Mr Sutcliffe will be taking overriding responsibility of the class.

Mr Sutcliffe knows the children well and the transition will be smooth because the children are used to being taught by him.

The class will continue to be supported by Miss Winter and Mr Barraclough, who have done an excellent job so far and the children will carry on benefiting from such experienced staff.

Should you have any questions please feel free to call in for a chat.

Yours sincerely

Clare Cosgrove

Head of School