



Longmeadow Primary School

Headteacher: Mrs Emily Howley

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26th November 2019

RE: Staffing in Mixed Nursery/Reception Class

Dear Parent/Carer,

I am writing to let you know about a staffing change that will be in place from January 2020. Mrs Kimble will be leaving Longmeadow Primary School at Christmas. She has been a valued member of the team for over 12 years. Mrs Kimble has decided to take a change in career path and we wish her well with her new adventure.

I am delighted to let you know that Miss Griffiths will be joining the Longmeadow team and teaching the mixed Nursery and Reception class from January. Miss Griffiths will continue to be supported by Mrs Small. The children will receive a passport that has Miss Griffiths photo on and some information about her. Please take the time to discuss this with your child and add any thoughts and feelings they have.

I appreciate that staffing changes may cause some concern to you as parents, however please be reassured that we will work very closely as a team to ensure there is minimal disruption to the children's well-being and learning.

Kind regards,

Deputy Headteacher