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Thursday 16 November 2023

Dear Class 1 Parent/Carer

**Re: Miss Briggs**

I am writing to let you know that due to personal circumstances Miss Briggs will no longer be returning to school. She has made the decision to return to Surrey. Therefore we will say goodbye to her and wish her well for the future.

We have secured the services of Miss Weronika Bagienska, who has experience of teaching both Reception and Year 1 classes. Miss Bagienska will be with us now for the rest of this academic year teaching the class. Miss Daly and Mrs Cole will be remaining with the class as well. This will provide consistency and continuity for the children and you as parents as to who to speak to should you need to about your child.

As Miss Bagienska has only been with the children for the past three weeks she is not fully able to provide a complete parents evening this term for Reception children. We have instead created a time for parents to come into school and the class to look at the work the children have been undertaking and to have the opportunity to speak with Miss Bagienska, Miss Daly and Mrs Cole.

This will be on Wednesday 22 November between 3.25pm and 4.30pm where all staff working in Reception class will be present to speak to. Please note this is for Reception children only at this time as Year 1 children who are taught by Mrs Bell will have a separate meeting with her as per the booking letter.

Miss Bagienska has built very positive relationships with the children already and I am sure she will be an asset to the class and St Peter's.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P.D. Smith', is written over a light blue horizontal line.

**PAUL SMITH**

**Executive Headteacher**