

18th September 2023

Re: Teaching arrangements for year 5

Dear Parents and Carers,

I am writing to further advise you of teaching arrangements in Year 5.

Due to unforeseen circumstances linked to her close family, Mrs Brown, our new class Teaching Assistant will be absent from Wednesday 20th September for the foreseeable future. Unfortunately, these are events that we have no control over, and we wish Mrs Brown and her family our best.

Ms Loukia Theodorou is back today and will be working with year 5 (Mon, Tue, Thu and Fri) until **Ms Saunders** return from Maternity Leave on Monday 2nd October. The teachers will have a week's handover to ensure all the communication is tight and purposeful to benefit the children. Mrs Theodorou will continue working with Year 5 on Tuesday afternoons to cover Ms Saunders' release time to continue her ECT training (early career training).

I have already contacted our trusted supply agencies to secure a replacement for the teaching assistant who will replace Mrs Brown.

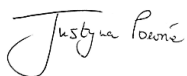
Mrs Kumcur, who is in Year 2 this year, and **Miss Demir** (HLTA) will continue to help and support the class and primarily the children's wellbeing daily as we do appreciate that children will find yet another change unsettling.

Mr Venn will continue to oversee the planning and quality of teaching and learning in year 5.

If you have any questions, please do not hesitate to contact us.

Thank you for your understanding and continued support.

Kind Regards,



Headteacher