



Tuesday 18th June 2024

Dear Parents & Carers of children in Jeffers class

I am writing to inform you that unfortunately, due to unforeseen circumstances, Ms Otto will not be continuing to teach Jeffers class this year.

However, I am delighted to inform you that Ms Roberts and Ms Plaister will continue to teach Jeffers class for the rest of the academic year. There has been a full handover to both teachers, which has meant they have a full understanding of learning and progress to date.

I would like to reassure you that the Senior Team and Reception Team will be supporting both teachers and the children in Jeffers over the coming weeks to ensure a smooth transition.

Thank you for your continued support.

Yours sincerely

Ms N Edwards

Head of School

