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Headteacher: Miss C Carr



Wednesday 04.02.26

Dear Parents and Carers

Re: Staffing Changes

I am writing to inform you of some upcoming staffing changes in Nursery, Reception, Year 1 and Year 3, which will take effect from Monday 9th February.

What's Changing?

- **Miss Quirke** will be moving to teach our Year 3 Wren Class.
- **Mrs Hall** will be moving full-time into our Year 1 Poppy Class.
- **Miss Taylor and Miss Noel** will support with covering Mrs Hall's current role in Nursery, Reception and Year 1.

We understand that changes in staffing can sometimes be unsettling for pupils and families. Please be assured that we will do everything we can to limit disruption and ensure a smooth transition for all children involved.

Both Miss Quirke and Mrs Hall are experienced teachers, and we are confident that they will continue to provide excellent support and learning opportunities in their new roles. We will work closely with the children to help them adapt to these changes, including opportunities to meet their new class teachers and discuss any worries or questions.

If your child is directly affected, their current class teacher will talk to them about the changes in the coming days. If you have any questions, concerns, or would like to discuss your child's needs during this transition, please don't hesitate to get in touch with Miss Potter or Miss Wicks via the main school office. Miss Potter is Assistant Headteacher and Lower Key Stage 2 Phase Leader and Miss Wicks is Assistant Headteacher and Key Stage 1 Phase Leader

Thank you for your understanding and continued support as we work together to ensure the best outcomes for all our pupils.

Kind regards

Miss Carr
Headteacher

If you are worried that a child is at risk of harm please contact Leeds Children's Social Work Services on:

0113 222 4403 or 999 if in immediate danger

Our Designated Child Protection Team are:

Designated Safeguarding Lead – Mrs Lunn

Designated Safeguarding Officers - Miss Carr, Mrs Griffiths Ms Ahmad and Mrs Garratt