



Date 4th November 2016

Dear parents and carers,

Your child's current class teacher William Smith is leaving today and we have an outstanding replacement for him called Machel Osinowo who has 27 years' teaching experience and is very excited to be taking over on Monday 7th November. Machel has been handed over to from Will this week and has had an opportunity to get to know your children.

We look forward to welcoming Machel to our school and thank Will for his work with the class.

Kind regards,

Verity Carter
Headteacher