

Wednesday 7th March 2018

Ms Milligan maternity leave

Dear Parents & Carers,

We are very happy to report that Ms Milligan is expecting a baby! We are therefore writing to inform you that she is aiming to take her maternity leave from 18th April. Ms Jones will continue on in her role as class teacher and will be joined by Ms Angeletos, who will cover the remaining days up until the end of the academic year.

Ms Angeletos will be a familiar face to both the parents and children, and has taught the class on different occasions so they know her well. We expect, therefore, to have a smooth transition for the pupils.

Ms Angeletos will be shadowing Ms Milligan in her last few days in order to handover. Please feel free to ask her any questions you may have and to introduce yourselves.

Many thanks for your support on this matter.

Yours sincerely,



Verity Carter
Headteacher