



Head Teacher: Mr J Kelwick  
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18<sup>th</sup> January 2019

**RE: Maternity cover in Reception year**

Dear Parents/Carers,

I am writing to you regarding the impending maternity leave for Mrs Wright.

Back in November, I wrote to parents explaining how the Early Years/Reception classes would be taught from January onwards. Mrs Wright is now leaving us as of 18<sup>th</sup> January 2019 to commence maternity leave which mean Miss Bone will now commence full time teaching as of Monday 28<sup>th</sup> January 2019.

Please see the structure below which will clarify the organisation of teaching;

January – July 2019	Dormice Class	Bunnies Class
<b>Teaching team</b>	Mrs Ferguson (Mon 21 <sup>st</sup> Jan) Miss Bone (Tues 22 <sup>nd</sup> & Wed 23 <sup>rd</sup> Jan) Supply cover (Thu 24 <sup>th</sup> Jan) Mrs Ferguson (Fri 25 <sup>th</sup> Jan) Miss Bone (Mon-Fri, Jan 28 <sup>th</sup> – July 19 <sup>th</sup> )	Mrs Brady (Mon & Tues) Mrs Singer (Weds 23 <sup>rd</sup> Jan) Miss Bone (Thu 24 <sup>th</sup> & Fri 25 <sup>th</sup> Jan) Mrs Myers (Wed-Fri, Jan 28 <sup>th</sup> onwards)

Yours sincerely,

J. Kelwick  
Head teacher

