



**Sacred Heart RC Primary School**  
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Monday, 15 January 2018

### **Class 2 teaching arrangements**

Dear Parents/Carers,

I am writing to inform you that due to personal circumstances, Mrs Ault will not be able to teach class 2 this term as planned. I am aware that this is not ideal as the children have had a lot of change this year, bearing this in mind we have managed to arrange for a full time class teacher to take class 2 from tomorrow, Tuesday 16th January.

Though our links with our Teaching School Alliance, we have been very fortunate to secure Mrs Sian Harvey an experienced Y3/4 teacher to come and work at Sacred Heart for the rest of this term during the period of Ms Taylor's absence.

Mrs Sian Harvey has been to meet the children today and is very much looking forward to coming to work with them.

I am sure you will get an opportunity this week to have a chat with Mrs Harvey at the beginning or end of the day and make her feel as welcome as you have made me in your lovely school.

Please do not hesitate to contact me should you have any questions.

Thank you for your continued support.

Yours sincerely,

**Mrs Thirlaway**  
**Acting Headteacher**