

Wednesday 10<sup>th</sup> February 2021

Dear Parents/Carers of Sycamore class,

I am writing to inform you that we have appointed a teacher to temporarily replace Miss Woodhouse while she is on maternity leave. Her name is Miss Holt and she has been teaching for several years. She will be starting with us when the summer term begins on the 12<sup>th</sup> April. Before Miss Woodhouse begins her maternity leave, she will ensure that Miss Holt knows everything she needs to know regarding Sycamore class. I am hoping that Miss Holt will be able to come and meet the class before she officially starts with us in April.

We currently do not have any other information on when we can expect schools to fully reopen following the latest National Lockdown. We have been advised we will receive a two week notice period to enable us to prepare for full classroom teaching again; if the media reports are accurate we should expect to hear soon if this date will be the 8<sup>th</sup> March as publicised. If schools do reopen on the 8<sup>th</sup> March, Miss Woodhouse will not be joining us onsite and will continue to work remotely and plan lessons for Sycamore until her planned maternity leave date on the 19<sup>th</sup> March. Following the 19<sup>th</sup> March Miss Justice will take over the planning until Miss Holt joins us on the 12<sup>th</sup> April.

On the basis that we return to full school teaching on the 8<sup>th</sup> March, there will be less than a 3 week period before the Easter Holidays. I am very keen to minimise any further disruptions for the class, and therefore feel that for the very short period that the children may be back in school they should be taught by familiar staff. With this in mind myself and Mrs Tilley will teach Sycamore until Miss Holt's official start date after Easter. I feel this will be a much easier transition for the children returning back to school.

I know that you will all join me in wishing Miss Woodhouse the best of luck as she begins her maternity leave.

Yours Sincerely,



Linda Barbuti  
Head of School.