

# DRAYTON COMMUNITY INFANT SCHOOL

Inclusive Schools Trust  
Headteacher: Mrs K Winter



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'Learning, Caring & Growing Together'

23 April 2018

Dear Parents/Carers of Rabbit Class children,

I am writing to inform you that Mrs Watson will be leaving us on Thursday 26<sup>th</sup> April (this Thursday). Although this is sad news for the children and staff at Drayton, it is exciting news for Mrs Watson who has now secured a long-term post at another school.

I am delighted to inform you that Mrs Coy (Assistant Headteacher) will be teaching Rabbit Class on Monday, Tuesday and Wednesday, and Mrs Webb will be teaching the children on Thursday and Friday until half-term. Mrs Coy will spend time with the children and Mrs Watson this week in order to ensure a smooth transition.

After half-term, we will be welcoming Miss Jackson back from her maternity leave. She will be teaching in Rabbit Class on Wednesday, Thursday and Friday, and Mrs Coy will continue to teach on a Monday and Tuesday. Miss Jackson will be coming into school before half-term to meet the children.

These teachers will meet regularly to ensure smooth transitions throughout the Summer Term.

Mrs Watson is spending some time out of class this week in order to write the children's school reports.

By structuring the new staffing arrangements for Rabbit in this way we hope to provide continuity and stability. I know that Mrs Coy and the team will work hard to ensure that the children continue to make good progress in their learning.

We would like to wish Mrs Watson all the very best in her new job. If you have any questions or concerns, please do not hesitate to contact us.

Kind regards

Mrs Karen Winter  
**Headteacher**

