

Our ref: LJe/JLa

26 March 2026

Dear Parents/Carers

I am writing to let you know that tomorrow, Friday 27th March, will be Miss Rodgers' last day with us in Reception.

We are very sad to see her go. She has been a valued member of our team, and her care, enthusiasm, and commitment to the children have made a real difference during her time with us. We know the children will miss her, and I'm sure you will join us in wishing her every success in her next steps.

We are also sorry for the delay in sharing our plans for the Summer Term. We have been working closely with colleagues across the Trust to finalise staffing arrangements and ensure the very best continuity for the children.

After Easter, Mr Folmer—who has previously worked with us in Key Stage 1—will be returning as our Reception Class Teacher. For the first three weeks of the new term, we will have both a supply teacher, and Mr Folmer in class. This will allow him to get to know the children, understand routines, and support the children in adjusting gradually to the change. This planned transition period will help the children feel secure and confident.

Mr Folmer will then remain with us until the end of the academic year to ensure consistency for the children. He will be supported by other EYFS staff members across the Trust.

Thank you, as always, for your continued support and understanding.

Yours faithfully

Miss Jepson
Principal