



**Havercroft
Academy**

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Headteacher: Karen Wakefield
Chair of LGB: Mike Ramsay

17th December 2015

Dear Parents / Carers

STAFFING IN YEAR 4

As you are aware Miss Thornton is due to have her baby after the Christmas holidays.

I am writing to let you know that alongside Mrs White who will continue to teach the class on a part time basis, we have secured a teacher called Mrs Scott who will be working in the class each week on a Thursday and Friday. Mrs Gorton will continue to assist the class each day.

Yours sincerely

Headteacher