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Community Primary School  
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22<sup>nd</sup> September 2022

### Staffing change in Year 1

Dear Parents,

As a result of internal movements in school, I'm informing you of a staffing change.

I am excited to tell you that from Monday 26<sup>th</sup> September your child's new class teacher will be **Miss Katie Phipps**. The support staff will remain as they are now.

Your child's happiness and safety is paramount and we will ensure a smooth transition is in place with clear communication and complete handover between the teachers so they know everything they need to know about your child before Monday.

If you have any questions or concerns, please ring or email me at [head@gisburnroad.lancs.sch.uk](mailto:head@gisburnroad.lancs.sch.uk)

Warmest wishes,

Mrs Toor

Acting Headteacher

*Together we dream it, believe it, achieve it!*

