



Headteacher – Mrs Rachel Hocking

25 November 2025

Dear Parents

I am writing to share an important staffing update for our school community.

I am pleased to inform you that Mrs Chen will be joining our team to provide full-time cover for Mrs Warren's maternity leave, starting in January. Mrs Chen is not a new face to our school, having worked with us previously, which means she is already familiar with our school routines and approaches.

We have planned a careful handover process between Mrs Warren and Mrs Chen to ensure a smooth transition for our children. This approach will help maintain continuity and stability in the classroom, minimising any potential disruption to the children's learning experience.

If you have any questions about this transition, please do not hesitate to contact the school office.

Warm regards

Rachel Hocking
Headteacher