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Where only our best is enough

4th December 2024

Orange Class

Dear parent/ guardian,

I am writing to inform you of some changes regarding the teaching arrangements in your child's class at Tonacliffe Primary School.

Our dedicated teacher, Mrs Lauren Sutcliffe, has decided to reduce their working hours. We are incredibly grateful for their continued commitment and are pleased that they will remain part of our team, albeit in a reduced capacity.

To ensure the highest standards of education and support for our children, we are excited to welcome back Mrs Lisa Shaw, who brings with them a wealth of experience. Mrs Shaw has previously worked for us at Tonacliffe; she knows our school well and shares our school's values and ethos.

The job share arrangement will involve Mrs Sutcliffe teaching Mondays, Tuesdays, Wednesdays and Mrs Shaw covering the Thursdays and Fridays. This setup will ensure that your child continues to receive consistent education and support. Both teachers will work closely together to plan lessons and communicate effectively to maintain a seamless transition between teaching days. The job share will start at the beginning of the spring term (after the Christmas break) and will remain for the rest of the academic year.

We are committed to making this transition as smooth as possible for both children and parents. Should you have any questions or concerns regarding this change, please do not hesitate to contact me.

Yours sincerely,

Mrs Joanne B. Heap
Headteacher



Achievement, individuality and respect through working together