



# Westgate Primary School

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Head of School: Mr. D. Terry

Thursday 9<sup>th</sup> March 2017

Dear Parents and Carers,

I am writing to inform you that, after the Easter holidays, our Family Liaison Officer role will be changing. This will result in Mrs Bennie, our current FLO, relinquishing this role in order to focus on her Teaching Assistant post within the classroom. In addition, she will continue to support individual pupils at lunchtime.

If you need to speak to a member of staff, please make contact with the school office for any attendance matters, the class teacher, the SENCo office or myself for anything else.

Thank you for your continued support.

Yours sincerely

Mr D. Terry  
Head of School

