



Westgate Primary School

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Head of School: Mr. D. Terry

Friday 11th November 2016

Dear Parents and Carers,

As you know Mrs Vickery is expecting her child at the end of this term. She is due to begin her maternity leave on the 9th December. To ensure continuity and consistency to your child's learning I am pleased to share that Mrs Medley will be taking over teaching of the class for the remainder of this school year.

Mrs Medley taught the children last year with Mrs Jones, so she knows them very well and will be able to ensure the high standards of learning are maintained.

There will be an opportunity for Mrs Medley to join Mrs Vickery before she leaves us to ensure a smooth transition.

Thank you for your continued support.

Yours sincerely,

Mr D. Terry

Head of School

