

Wednesday 22nd November 2023

Dear Parents/Carers,

Year 4 Holly Class

You may remember that in September we informed parents that Mrs Williams is pregnant and will be starting her maternity leave from January. School held an internal recruitment process to find a suitable candidate to backfill Mrs Williams in her role as Deputy Head during her leave. I am writing to inform you that Mrs Wood was successful in applying for this position, and I am sure you will agree that Mrs Wood's experience, dedication and skillset make her an outstanding choice for the role.

As a parent myself, I understand the uncertainty that a change of teacher can bring during the year. I want to reassure you now that every step has been taken to make this transition seamless for the children. Mrs Wood will remain a key figure for your children from January and will even still be teaching Holly class for some sessions during the week. In addition, we have undertaken an extensive recruitment process over the last term to identify the right teacher to continue Mrs Wood's excellent work – the standards we were looking for were extremely high. I am very happy to inform you that we have now appointed Miss Choy as class teacher from January. Miss Choy has been working closely with the class over the last couple of weeks and has built strong relationships with children already. A very thorough transition process is in place. I know she will do an excellent job as class teacher and we look forward to welcoming her officially to the Whitby Heath community from January.

If you have any questions please do not hesitate to get in touch. Thank you as always for your support.

Kind regards,



Mr S. Wright
Headteacher