

Thursday 6th September 2018

Dear Parents,

Firstly, may I welcome you to Elburton Primary School. All of the children made a great start to school yesterday and it was nice meeting new families and seeing some familiar faces.

I am writing to inform you of an upcoming change in staffing in Foundation. Mrs Sammels is expecting her second child and is due to have her baby early in 2019. In order to ensure consistency for your children, Mrs Churchill will work full time in FCS once Mrs Sammels starts her maternity leave.

On Wednesday October 3rd at 7pm, I would like to invite you to meet staff, governors and our PTA at an informal meeting in the school hall. This meeting is to discuss the roles of the PTA and governing body and to discuss your child’s transition into school.

Yours Sincerely,

Mr D Bradford,

Headteacher