



# Hollybrook Infant School

Seagarth Close, Southampton, SO16 6RN

Telephone: 023 8077 1528

**Headteacher: Mrs J Wood, NPQH**

**Deputy Headteacher: Mrs C Clifford**

Friday 24th March 2017

Dear Parents/Carers

I am writing to keep you advised of some changes which are happening in school.

Firstly, some of you may have noticed that Mrs Turner, Owls Teacher has not been in class this week. Whilst myself and Mrs Clifford have been in discussions with her and offered support to Mrs Turner, I am now in a position to inform you that she has made the difficult decision to leave teaching. This was a difficult choice as she had bonded so well with the children.

We have carefully considered different options and in order to minimise disruption to the children, and also ensure that they are taught by high quality staff who are known to them, we are therefore putting the following into place:

Mrs Clifford and Mrs Jackson will be team teaching Year 2, fully supported by Mrs McConnell and Mrs Webster. Mrs McConnell will become full time for the foreseeable future. I am confident that this is the best for the children as it means that senior experienced staff will be teaching the children.

With the above in mind, I would ask that instead of asking to see Mrs Clifford with any issues you may have, please ask to see me or contact me directly. I can either be contacted through the school office or directly at [head@hi.jetrust.org](mailto:head@hi.jetrust.org)

Finally, I am very pleased to announce that Mrs Clifford is expecting her second baby in September! She will continue in school until the end of the summer term and is planning to return after her maternity leave.

Thank you for your understanding in this matter – please do not hesitate to contact me if you have any queries.

Yours sincerely

Jane Wood  
Headteacher





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