

Headteacher

John Galvin

Petworth C of E Primary School

South Grove, Petworth,
West Sussex, GU28 0EE

Tel: 01798 342369

Fax: 01798 343195

E-mail: office@petworth.w-sussex.sch.uk

Website: www.petworth.w-sussex.sch.uk



3rd May 2019

Dear Parents/Carers,

As you may be aware Mrs Fogden will be starting her maternity leave on Monday 3rd June 2019.

To ensure we have as much continuity as possible we have arranged for Miss Soal, who was the student for four months in Oak Class and knows the children well, to work in Oak Class from Tuesday 4th June to Friday 28th June. Then Miss Furnell, who was the student teacher in Rowan Class earlier this year and will be starting her first permanent teaching position with us in September, will work in Oak Class for the rest of the term.

Mrs Gill will continue to work with the children for 1½ days each week, with Mrs Ford and Mrs Abbott continuing their teaching assistant roles.

Mrs Fogden will meet with the teachers to ensure that all information is shared and to ensure as smooth a transition as possible. In addition, Mrs Fogden will meet with Mrs Wiggs in preparation for the children's transition into Ash Class.

Yours sincerely

John Galvin
Headteacher