



Friday 7th February 2020

Dear Parents and Carers,

Maternity cover for Ms Kaya

As you may already be aware, Ms Kaya is about to go on maternity leave. I am sure that you will join me in wishing Ms Kaya the very best over the coming months.

I am pleased to let you know that we have arranged for 2 experienced teachers to cover Ms Kaya's absence. This will be a job share. Mrs Patel will teach Tourmaline Class every Monday, Tuesday and Wednesday and Mrs Khan will teach the children every Thursday and Friday. Both teachers have an excellent understanding of the year 1 curriculum and are looking forward to working in partnership with you over the coming months.

In preparation for this period of cover, Mrs Patel and Mrs Khan will be working with Ms Kaya to ensure a smooth transition for the class and to get to know the children and their needs. If you would like to meet these teachers, please come and join us in Tourmaline Class after school on Thursday 13th February.

We will be repeating the phonics screening meeting at 3pm on this day so please join us if you were unable to attend the session held on Tuesday. Mrs Patel and Mrs Khan will be present and Ms Cengiz, who will be leading the session, will be happy to answer any questions you may wish to ask.

If you have any questions, please do not hesitate to contact me or speak to our Keys Stage 1 Phase Leader, Ms West.

Yours sincerely,

N Rezai

Natasha Rezai
Headteacher