

**MR M WOOLLEY
HEADTEACHER**



**CHERITON CLOSE
HATTERSLEY
HYDE
CHESHIRE
SK14 3DQ**

**TEL: 0161 368 3455
FAX: 0161 368 3177**

admin@st-james-hyde.tameside.sch.uk

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Dear Parents and Carers,

I am writing to inform you that Mrs Allen, one of our Year 3 teachers, will be leaving our school tomorrow, as her fixed-term contract has come to an end.

We would like to take this opportunity to thank Mrs Allen for her dedication and commitment to our school community. She has made a positive impact on the pupils she has taught, and her hard work has been invaluable to both pupils and staff. Mrs Allen will be greatly missed by all of the staff and pupils here at St James. We wish Mrs Allen all the best for the future and hopefully she will visit us soon!

We are pleased to let you know that Mrs Field will be returning in June following her maternity leave. Please rest assured that we will ensure strong continuity and stability for the Year 3 class. Mrs Field will meet with both Mrs Allen and Miss Chapman to support a smooth and effective transition.

Thank you for your continued support and understanding.

Yours Faithfully,

Mr M Woolley
Headteacher