

29 March 2019

Dear Parents/Carers

This letter is to inform you of some of the changes that will be happening in Rowling class after Easter.

I will be working part-time and so reducing my days at Manor Green School and, consequently, I will only be here in school on Mondays and Fridays. Rhiannon Jones (Cluster Leader) will be class sharing and covering Tuesdays, Wednesdays and Thursdays in my absence.

We are hoping for a smooth transition that will not disrupt the learning and importance of the students taking any exams or their general learning and development. We will strive to ensure that they still get the best support and guidance leading up to any exams they may take.

If you have any concerns please email me or Ms Jones, telephone the school or write a note in the student communication book.

Yours sincerely

Mr J Gumbs  
Rowling Class Teacher