



Warren Wood Primary Academy And The Evergreen Centre (an Inclusive Provision for Language Needs)



Mrs L Woodroof BSc (Hons), NPQH
Headteacher
Mr A Minchin
Interim Chief Executive Officer

Arethusa Road
Rochester
Kent
ME1 2UR
Tel: (01634) 401401
E-mail: schooloffice@warrenwoodprimary.co.uk
Website: www.sflt.org.uk/warrenwood

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Dear Parents and Carers

Temporary Change of Teacher - Badger Class

I would like to take this opportunity to inform you that Mr Simmonds will be starting his paternity leave from Friday 8th March to Friday 22nd March.

During this time, Badger class will be taught by Mrs Preston and Mrs Tickner. There will be a thorough handover between staff to ensure a smooth transition for the children. Both Mrs Preston and Mrs Tickner will be spending time with Badger class children on Thursday afternoon.

Please be aware that Mr Simmonds will still carry out his Parents' Evening appointments as planned.

I am sure you will join with me in wishing Mr Simmonds many congratulations on the new addition to his family. We look forward to welcoming Mr Simmonds back to Badger class on Monday 25th March.

Yours sincerely

Mrs Woodroof
Headteacher

