13th February 2019

Dear Parents/Carers,

As you are aware Miss Dale will be leaving us shortly to prepare for the arrival of her second child. As a result we have appointed Mrs Ruston to cover Miss Dale’s maternity leave.

Mrs Ruston has been visiting us in school this week, to spend some time with the children and Miss Dale, in order to ensure as smooth a transition as possible.

After the Easter break we will invite you to a “meet the teacher” session, where you can get to know Mrs Ruston and ask any questions you may have.

Please keep an eye out for an invitation in the near future.

Yours sincerely



S Wilmshurst