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Head Teacher: Mrs K Trethewy  
Deputy Head: Miss E Anderson  
Assistant Head: Mrs P Jeremaes  
Assistant Head: Mrs N Oxe

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31 January 2020

Dear Parents and Carers,

### Staffing arrangements for 6 Zephaniah

As I am sure you are aware, Mrs Jarvis will soon be leaving us to have a baby! Mrs Jarvis is hoping to work up until the middle of March as long as she is fit and well enough to do so.

We have appointed Mr Burnham to teach the class for the rest of the academic year. Mr Burnham joined our school as an HLTA in September 2018 having worked as a qualified teacher at another school in Peterborough. Mr Burnham already teaches the class for some elements of the timetable and he is very much looking forward to teaching the children full-time.

We are pleased that Mr Burnham was successful in his application for this position as he already knows the children well, he is an experienced teacher and we can facilitate an in-depth, thorough handover from Mrs Jarvis.

Yours sincerely,

*K Trethewy*

Mrs Trethewy  
Headteacher

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