

BOURNE ABBEY CHURCH OF ENGLAND PRIMARY ACADEMY

Executive Headteacher: Mrs S J Moore

Head of School: Mrs S L Buttress

Abbey Road
Bourne

Tel: 422163

7th December 2021

Dear Parent/Carer

STAFFING CHANGE IN YEAR 5

I am writing to inform you that at the end of this term, Miss Rigby will leave Bourne Abbey having secured a teaching position in Leeds. Whilst we are sad to be saying goodbye, we know you will join us in wishing her every success for the future.

I am aware that you are likely to be disappointed that your child won't be taught by Miss Rigby as originally planned, but what I can do is ensure the very best alternative possible. I'm delighted to confirm that Mrs Gemma Jackson will teach the class from January 2022. Mrs Jackson lives locally and comes to us with excellent references.

We have spoken to the children about these changes today and the children have met Mrs Jackson.

Please do not hesitate to contact me or Mr Shore if you have any questions or concerns.

Yours sincerely



Mrs S L Buttress
Head of School