



22<sup>nd</sup> December '23

**Re: Changes to Staffing in Year 1**

Dear Park Lane Family,

We must begin by expressing how proud we are of our Year 1 Griffins: the way that they have responded to their transition into Year 1 from Reception throughout the autumn term has been outstanding; they should be incredibly proud of themselves, as we are sure their families are too. We are certain that this excellence will remain as we continue to progress through the year and beyond.

As previously communicated to our Families, Miss McMaster will not be returning following the Christmas Break: we thank you for the support that you have shown following this announcement.

Miss Ryan, assisted by Miss Callow, will be the class teacher for 1DM following the Christmas break through to the end of the academic year. Miss Callow, Miss Ryan, Miss Hancox and Team 1 will continue to work effectively together to ensure that the provision remains in the pursuit of excellence it currently is. Rest assured that the children's wellbeing is of utmost importance and the Park Lane Teaching Family will ensure that the children, and staff, are supported during this transition. Miss Callow and Miss Ryan have both been familiar faces within the Park Lane Family for several years and have truly had a lasting impression on not only our children, but our Family too. We are certain that both members of our Staff Family will receive a warm welcome as they step into this role.

We thank you, in advance, for your support and understanding and should you wish to discuss this further, please do not hesitate to get in touch with the SLT Team.

Yours sincerely,

**C Clare**  
*Executive Head*