



Ivy Lane School

Ivy Lane, Chippenham,
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Interim Head of School: Mrs Debbie Burchett

16th October 2018

Dear parents of children in Donaldson Class,

RE: Donaldson Class

I am writing to inform you further about the teaching arrangements for Donaldson Class this year.

As you are aware, Mrs Laura Rafferty will be teaching in Donaldson Class each Monday and Tuesday until Christmas after the early departure of Mrs Smith. I shall then be returning to my teaching role in Donaldson Class in January for the remainder of the school year, when Mrs Helen Lammin will be taking over as permanent Head of School.

Mrs Stenning will also be going on maternity leave at the end of Term 3. We appreciate that these changes are not ideal, but we will work hard to ensure consistency in provision. It is very unusual at Ivy Lane for two job-shares to both go on maternity leave in the same academic year and we were not aware of the situation prior to the classes being decided at the end of last year. Please be assured that we shall be doing all that we can to ensure a smooth transition and that the children's learning is not affected.

I will be available on Thursday 18th October at 2.30pm to give you the opportunity to ask any questions regarding the changes should you wish to. Should you have any further queries, then please come into school then or email the above address and I will do my best to clarify your questions regarding the provision we are offering for your children.

Many thanks in advance for your continued support.

Yours sincerely

Debbie Burchett
Interim Head of School

