

*Together, Enjoy and Achieve More* Headteacher: Mrs Donna O'Toole B.Ed (Hons) NPQH

14<sup>th</sup> February 2017

Dear Parents and Carers,

I am writing to inform you that Miss Gray will be leaving Wylde Green on Friday 17<sup>th</sup> February to pursue other vocational interests.

I am pleased to advise you that Mr Ronan, one of the additional experienced teachers that works at Wylde Green, will be taking over the responsibility for Pines class from when we return after half term. Mr Ronan will be meeting with Miss Gray for a handover prior to her leaving.

I apologise for the short notice of the contents in this letter but I know you will join me in wishing Miss Gray best wishes for the future, following a difficult decision on her part.

Please can I ask that should you have any queries arising from this letter, that you address them to Miss Gray or to Mrs Evans the Phase Leader.

Yours sincerely,



Mrs Donna O'Toole

Head Teacher.

