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**Grampound with Creed C of E School**

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26th June 2019

Dear Parents/Carers,

**Staffing changes and Structure for new School year**

I am writing to outline the staffing and class structures for next academic year and also to inform you of our planned ‘Move up morning’ which will give the children a taste of their new classes in September and support the transition process.

Firstly, I need to inform you that we will be very sad to lose Mrs Tringham, as she is transferring to another school in September to take up a part time post following the birth of her baby. We are sure you will join us in thanking her for her hard work in Kwilkyn and throughout the school during her many years with us and wish her luck in her new role.

We are also going to be saying goodbye to Miss Owen, our Kwilkyn Class TA who is moving on to pastures new and we wish her well.

We are, however, delighted to inform you that Miss Coffee will be staying with us and teaching Kwilkyn Class during the next academic year.

On Tuesday 2nd July we will be holding a ‘move up morning’ throughout the school. Our Year 6 children will be out at their Roseland taster day and so we will use this opportunity to give the Nursery-Year 5 children a taste of their new classrooms, new routines and new teachers in readiness for September.

At present the class structure will remain the same as it is currently with three full time teachers:

Pedrevan class: Nursery & Reception – Mrs Hayes

Lostledan class: Years 1, 2 & 3 - Miss Molden

Kwilkyn class: Years 4, 5 & 6 - Miss Coffee

We hope this experience will be fun and enjoyable for all the children and help them familiarise themselves with some of the new experiences they may encounter when they join or move through the school in September.

If you have any concerns about the day or September class structures then please request an appointment at the school office to discuss these with me.

Thank you for your continued support.

Yours sincerely

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Caroline Jarrett  
Head of School