



West Kirby Primary School

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Dear Parents/ Carers of pupils in Class 1/2,

I am writing to inform you that, sadly, Miss Liney will be leaving at the end of this term.

This has been a difficult year personally for Miss Liney and so she has decided that she needs to take a step away from full time teaching for a while. We are sad to see her go and wish her well for the future.

We are in the process of recruiting a teacher for the Summer term and will let you know who this will be as soon as we can. Miss Liney will hand over and brief the new member of staff before they begin.

Earlier today, Miss Liney and I spoke to the class together to explain what would be happening. We know they will feel sad – please reassure them that they will have a new teacher after the holiday who will take care of them all.

Please speak to me if you have any concerns.

Yours sincerely,

Mrs K Takashima
Headteacher

