



**WEST KIRBY
PRIMARY SCHOOL**

West Kirby Primary School,
Anglesey Road, West Kirby, Wirral, CH48 5EQ
Headteacher: Mrs E Bailey
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1st September 2021

Dear Parents & Carers of Pupils in Class 4,

Prior to undertaking the Acting Headteacher role last academic year I was teaching in Class 4 on Thursday and Friday and Miss Woods was teaching Monday, Tuesday and Wednesday. As you know, I was appointed as the new Headteacher for West Kirby Primary School at the end of the summer term, which means I am unable to return to Class 4 to teach.

In July when we notified you of your child's class teacher, we were unable to confirm who would be teaching Class 4 at the end of the week. I am pleased to inform you that Mrs O'Connor will be teaching in Class 4. Mrs O'Connor has recently relocated to The Wirral after working in another school. She is really looking forward to joining the West Kirby Team and teaching in Class 4.

When the children return to school on Thursday 2nd September it is important that they return to a familiar face. Therefore, Miss Woods will be in Class 4 on Thursday 2nd September and Friday 3rd September. Before the children finish for the weekend, Mrs O'Connor will visit the children in Class 4 and begin to get to know the children ready for the following week.

From week commencing Monday 6th September, Miss Woods will teach Class 4 on Monday, Tuesday and Wednesday and Mrs O'Connor will teach the class on Thursday and Friday. Miss Woods and Mrs O'Connor will be communicating with each other to ensure continuity for all of the children.

I am sure that the children will settle well into Class 4.

Please do not hesitate to contact me if you have any further questions.

Yours Sincerely

Mrs E Bailey
Headteacher

