

Monday 16th March 2020,

Dear Parents,

I am writing to inform you that Mrs Peacock will be leaving Trinity Road at the end of this term.

Mrs Peacock has worked at the school since 2005 and has taught many children in her time at the school as well as taking on a number of roles and responsibilities. I am sure you would like to join me in wishing her well for the future.

Mrs Peacock will talk to the class this week about leaving. However, we wanted to inform parents first to allow you to discuss it with your child if you wish.

We have already begun the process of recruiting a new teacher for the class and I hope to be able to confirm this for you very soon.

If you have any concerns about the change, please do not hesitate to contact me.

Yours sincerely,

Mrs Morgan-Soane

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Head Teacher: Mrs Nicola Morgan-Soane

