



Through the light of God we grow

Manston St James Primary Academy

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Executive Principal: Mrs H Pratten
Headteacher: Mrs A Dunn

14th November 2019

Dear Parents and Carers of 6CO,

I am writing to inform you, in a timely fashion, that Mrs Caygill-Boothroyd is expecting a baby in February 2020. Whilst I am sure you will join me in congratulating Mrs Caygill-Boothroyd on her wonderful news I also understand that you may have concerns in relation to the change of staffing this will bring. Mrs Caygill-Boothroyd is a talented teacher and we will certainly miss her whilst she is away from school on maternity leave.

I am very pleased to confirm that Mrs Salisbury will be returning to Manston St James in February 2020, following her maternity leave, and will be teaching 6CO two days each week. Mrs Salisbury is a lead practitioner for Abbey Multi Academy Trust. She is an accomplished and experienced teacher who has supported teaching and learning at Manston St James for the past three years; she knows the school, the staff and the pupils very well. Furthermore, Mr O'Dwyer will continue to teach in 6CO three days a week and the class will continue to receive the support of Mrs Kerry, Mrs Akhtar and Mrs Ives; your children will continue to receive an excellent education.

Although Mrs Salisbury will not take over the class until Mrs Caygill-Boothroyd begins maternity leave in February I have arranged a number of days, from January 2020, when Mrs Salisbury will be in school to work alongside Mrs Caygill-Boothroyd and Mr O'Dwyer. This will support a smooth transition for the children and the staff.

Should you have any questions about this matter please do not hesitate to contact me.

With best wishes

Ashleigh Dunn
Headteacher

