



WEST SUSSEX COUNTY COUNCIL

## SUMMERLEA C.P. SCHOOL



Windsor Drive, Rustington

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Headteacher: Mr J Todd

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*'Growing thoughtful learners and independent thinkers'*

Tuesday 30<sup>th</sup> January 2024

Dear Parents/ carers,

### Holly class staffing arrangements

You may be aware that Miss Chapman has been absent from school at the beginning of this week. Unfortunately, she is going to be absent for the remainder of this half term.

To ensure consistency for the children we have arranged that during the time when Miss Chapman is off the class will be covered by Ms Gerring and Mr Lax as follows:

Wednesday 31 <sup>st</sup> Jan	Thursday 1 <sup>st</sup> Feb	Friday 2 <sup>nd</sup> Feb
Ms Gerring	Ms Gerring	Mr Lax

Monday 5 <sup>th</sup> Feb	Tuesday 6 <sup>th</sup> Feb	Wednesday 7 <sup>th</sup> Feb	Thursday 8 <sup>th</sup> Feb	Friday 9 <sup>th</sup> Feb
Ms Gerring	TBC	Ms Gerring	Mr Lax	Ms Gerring

You, of course, know Ms Gerring as she works in Oak and Holly classes during the week and we are hoping that this will provide stability and consistency for the children during this time. On the days that Ms Gerring is unable to do, Mr Lax (an experienced supply teacher) will be teaching the class. Holly class will continue to be supported by Miss Hodges, Mrs Crawford and Mrs Martin-Fane during this time.

Ms Gerring will have access to the class Dojo, but during this time if you have any concerns or queries please do not hesitate to contact the school office.

Kind regards,

Mr Todd

Headteacher

