



Highwood Primary School

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Promoting Resilience, Achieving Potential

Cathy Cox – Head Teacher

Wednesday 30th January 2019

Dear Parents and Carers of children in Cedar 3,

I am delighted to inform you that Miss Patience Nleya is expecting her first baby and will be starting her maternity leave in the week beginning March 25th. Arrangements are being made to ensure that the class is covered and that the provision for the welfare and education of the children continues at the same high standard. You will be informed once these arrangements are confirmed.

Miss Nleya will therefore be offering Parent Consultation appointments on Wednesday March 20th instead of April 1st and 2nd. I hope you will take the opportunity to come into school and discuss your child's progress so far this year and their targets going forwards. You will be able to make your appointment in the usual way on the online service and we will notify you when the system is available (this will be in March after half term).

I am sure that you will all join with me and the rest of the staff in wishing Miss Nleya congratulations and every happiness as she looks forward to this next chapter.

Kind Regards,

Mrs Cathy Cox
Headteacher