



Tuesday 17<sup>th</sup> January 2017

Dear Parents/Carers,

Classes 10, 12 and 13

From this week your child's class will have 1 afternoon session each week covered by Mrs Dixon who will be delivering lessons as a Higher Level Teaching Assistant (HLTA).

This is to fulfil the statutory preparation, planning and assessment (PPA) time that every class teacher is entitled to and replaces Mrs Stacey's time as she is moving to year 6 to support SATs' preparations.

If you have any queries, please do not hesitate to speak to the class teachers, Mrs Handel or myself.

Yours sincerely,

LD Selbie  
Head teacher