

Holy Family Catholic Primary School

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Headteacher: Mrs C. Sharvin BA Hons NPQH



04.09.25

Dear Parents,

I am writing to inform you of a small change to our staffing arrangements in Year 3. Since the last communication has gone out from Mrs Davison about Classes, Mrs McConnell has made the decision to reduce her working hours. We fully support her in this decision and are pleased that she will continue to play an active role in the children's learning for majority of the week.

From week beginning, 8th September, Mrs McConnell will be teaching 4 days in Year 3 and Mrs Botham will be teaching for 1 day. This will be on a Wednesday and so her first day in class will be 10th September. Mrs Botham is an experienced teacher who will also be covering Mrs Burke's management time in Year 2 on a Thursday and Friday so we are confident she will be a familiar face around our welcoming school. She has previously worked in Trafford schools and is very much looking forward to working with your children. We are confident that this arrangement will provide continuity throughout the year and ensure that the children receive high-quality teaching and support.

We understand that children are sensitive to change and we will take care to make this transition as smooth and positive as possible. Please rest assured that Mrs McConnell and Mrs Botham will work closely together to plan lessons and maintain consistency across the week.

If you have any questions or concerns, please do not hesitate to contact me. Thank you as always for your support and understanding.

Mrs C. Sharvin.



'At Holy Family we grow, learn and succeed in the footsteps of Jesus.'