



3 March 2022

### Teaching Arrangements – Chameleon Class

Dear Parent or Carer,

Sadly, Mr Ellis has decided to leave Sandringham at the end of April. However, I am pleased to share that the Local Governing Board and I have recently appointed a new teacher for Chameleon Class from the start of the new term. Mr McCurdy is an experienced teacher and is already beginning to work with us behind the scenes to find out as much about the children as possible.

Naturally, a change of staff can be unsettling for pupils. It is also a steep learning curve for a new teacher to get used to all of the class's routines. Mrs Smithard and the key stage 1 staff team will be working with Mr Ellis and Mr McCurdy to ensure a smooth handover and to minimise any disruption to pupils. This will hopefully include an opportunity for Mr McCurdy to visit the class before Easter and a 'Meet the Teacher' session for parents and carers early in the new term.

While we still have a few weeks to go, I would like to thank Mr Ellis for his service to pupils at Sandringham, and we all wish him the very best for the future.

Please do not hesitate to contact me if you have any questions about this matter.

Yours sincerely,

Mr C Metcalfe

**Principal**