



24 May 2022

### Teaching Arrangements – Toucan Class

Dear Parent or Carer,

You will be aware that Mrs Topping has been absent for some time now and the class has been taught temporarily by Ms East.

Ms East leaves us at the end of this week and I would like to extend our thanks to her for her hard work and commitment to Toucans during this time. We wish her the best of luck.

We have also been keeping in touch with Mrs Topping throughout her absence. Sadly, she has decided that she is taking a break from teaching and won't be returning to work. Mrs Topping has been at Sandringham for several years, since qualifying as a teacher. We have benefitted from her enthusiasm and energy, and she has always gone the extra mile to support wider school life as well as being a fabulous class teacher. Mrs Topping is really sad to be leaving the class, and has asked me to pass on her best wishes to the children and she wishes them all well for the future.

When pupils return from the half-term break, their new teacher will be Mrs Jenkinson, who has recently returned from maternity leave. She has already been spending time with Year 5, getting to know their routines and curriculum, and most importantly getting to know the children. Mrs Jenkinson is working closely with Mr Campbell, our other Year 5 teacher, to make this change as smooth as possible for pupils.

If you have any questions, please do not hesitate to get in touch, so that we can answer these as quickly as possible.

Yours sincerely,  
Mr C Metcalfe  
**Principal**