



Queen Eleanor's Church of England Junior School
 An Academy in the Good Shepherd Trust*
 Queen Eleanor's Road, Onslow Village, Guildford, GU2 7SD
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Headteacher: Roger Blackburn

18th January 2018

UPDATE ON 5S STAFFING

Dear Parents & Carers

I am writing to you today to let you know that unfortunately Mr Walker will not be returning to Queen Eleanor's before the half term break.

As mentioned in my last letter to you, we are retaining Mrs Caroline Gaylor to teach on a Wednesday, Thursday & Friday and Mrs St Aubyn will step in to teach on a Monday and Tuesday. We will continue to monitor the progress of the children very closely and the whole Year 5 team is helping to support Mrs Gaylor and Mrs St Aubyn where possible.

I appreciate this is far from the news you wanted to hear and I feel it's best for you to have an opportunity to talk to me face to face about your concerns. I am therefore suggesting an evening meeting on Thursday 8th February at 7.00pm. There will also be an opportunity for you to look at your children's work as you would on a parents' evening.

Please can I ask you to fill in the slip below if you are able to attend.

If you have any questions about the above, please let me know.

Yours sincerely

Roger Blackburn
 Headteacher

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CLASS 5S MEETING

Child's name		Child's class	5S
I/We will be attending the meeting on Thursday 8 th February			
Parent/Carer signature		Date	

Return Form to School by Wednesday 7th February

www.queen-eleanors.surrey.sch.uk

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 The Education Centre, The Cathedral, Guildford, Surrey GU2 7UP