



Mrs Lisa Telling  
Executive Headteacher

Silchester Road,  
Reading,  
RG30 3EJ  
Tel: 0118 937 5533  
Fax: 0118 937 5535  
Direct Tel: 75533  
E-mail: [admin@southcote.reading.sch.uk](mailto:admin@southcote.reading.sch.uk)  
[www.southcoteprimary.co.uk](http://www.southcoteprimary.co.uk)

Wednesday 14<sup>th</sup> December 2016

Dear Parents and Carers,

### **New Teaching Arrangements involving classes 2JN, 3RS & 4SR**

We are happy to announce that two of our teachers will be taking maternity leave in the near future after the school Christmas break. We will be saying goodbye (temporarily) to Miss Rooney and Mrs Symons. We do not have exact dates at this moment in time.

To accommodate the maternity leave arrangements we have reorganised the teaching structure slightly as set out below:

When Mrs Symons commences her maternity leave 3RS will be taught full time by Mr West.

When Miss Rooney commences her maternity leave her usual teaching days in 4SR will be taken over by Miss Hodges.

With Mr West stepping into Mrs Symons' shoes we have made a slight change to 2JN. Mrs Newberry will be teaching Monday to Thursday and Mrs N'Jai will be teaching 2JN every Friday. This arrangement will start when the children arrive back in school in January.

We are pleased to have found an arrangement that involves teachers the children already know as we wanted to minimise disruption to their routine. Miss Hodges and Mrs N'Jai are absolutely delighted to be back in class and can't wait for the New Year!

Once the dates have been confirmed for Miss Rooney's and Mrs Symons' maternity leave to start we will communicate them to you.

Many thanks

Mrs S N'Jai  
Head of School

H/Staff:Teacher Changes 2JN, 3RS & 4SR Jan 2017

