



Church Hill Infant School

Church Hill Road, Thurmaston, Leicester LE4 8DE

Tel: (0116) 269 2083 Fax: (0116) 2692090

e-mail: admin@churchhill-inf.leics.sch.uk

website: www.churchhillinfants.co.uk

Headteacher: **Mrs M Balsara**

23rd May 2016

Dear Parents and Carers,

I am writing to inform you that sadly for us, Mr Corcoran will be leaving Church Hill Infants at the end of half term due to a new position at a school in the city. His last day at school will be Friday 27th May.

Due to Mr Corcoran's appointment there will be slight change to staffing for the remaining part of the school year. For the short six week term leading up to the summer break we want to minimise disruption for the children and parents and believe it will be better for the class to have someone they know and are familiar with to take on the role as class teacher. We have therefore arranged for Mrs Clarke to act in role as class teacher. This will be a great boost for the children as Mrs Clarke is a qualified Nursery Nurse who plans, teaches and assesses children's learning alongside the teachers on a daily basis. She also knows these children very well having built a strong and positive relationship with them throughout the year.

Mr Corcoran joined our team five years ago. In his time with us he has supported the school in many ways and some of these include; leading Maths, serving as a staff governor and developing an enthusiasm for singing through choir clubs and assemblies. His support and dedication for the school is much appreciated by the staff, governors, children and parents. The experiences he has received here at Church Hill Infants will I am sure help his teaching career go from strength to strength. We would like to offer our congratulations and wish Mr Corcoran every success in his new role.

If you have any queries or concerns on the matter, please do not hesitate to come and see me. Thank you for your continued support.

Yours sincerely

A handwritten signature in cursive script that reads 'M Balsara'.

Mrs Balsara
Head Teacher

