

4th February 2026

Dear Parents/Carers

Staff Update – Miss O'Connor

I am writing to inform you that Miss O'Connor will be leaving us at February half term for personal reasons. Due to ongoing illness, she is sadly unable to return before this date. We are very grateful for all she has contributed and know you will join us in wishing her every success for the future.

From 23rd February, Duckling Class will be taught by Mrs Townsend whilst we recruit a new teacher. This process is well underway, and we will keep you informed with updated information as it becomes available.

We appreciate that you may feel some apprehension about this change, but please be assured that we will work hard to ensure a smooth and positive transition for the children.

Miss O'Connor wishes the children well for the future, and we likewise thank her for all she has done during her time at Grange Infants.

Kind regards,

Yours sincerely



**Mrs H Gordon
Headteacher
Grange Infant and Junior School**