



Executive Headteacher Mrs C Adams  
Headteacher Mr M Cunniffe  
[northbrookpa.org](http://northbrookpa.org)

Thursday 20<sup>th</sup> April 2023

### Transition Preparation for Year 4

Dear Parents,

We are writing to inform you of the transition plans for the Year 4 class. This year, we made the decision to partially split the classes during some teaching sessions. As you are aware, the class have been working as a whole class more regularly and from Monday 1<sup>st</sup> of May, the class will be combined completely for each session in order to prepare them for the transition to Year 5.

As Miss Jackson, Year 3 Class teacher, will go on maternity leave from the final week in June. Mrs Spence, who will be their class teacher from September, will take over the teaching of Year 3 for the final four weeks of the academic year to minimise any disruption to their learning and to help with their transition into Year 4. Therefore, the current Year 4 class will be taught by Mrs Morris and Miss Reeder, who already share their teaching and know the children very well, until the end of the academic year.

In the meantime, if you have any questions or queries about any of the information within this letter, please do not hesitate to contact us at school or by email on [enquiries@northbrookpa.org](mailto:enquiries@northbrookpa.org). We will write to all parents very soon to confirm the arrangements around next year's staffing and our plans for the children's transition to their new teachers.

Kindest regards,

*M Cunniffe*

Mr M Cunniffe  
Headteacher