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Wednesday 6th December 2023

Dear Parents/Carers,

I am writing to inform you that from the start of the Spring term 2024 I shall be reducing my working time as Headteacher of Heaton Park to three days per week. On the two days that I am not at school, Mrs Hestford will be stepping up from her current position to become Acting Head Teacher.

It is the intention that my working days will be Mondays, Tuesdays and Wednesdays although this may change on some weeks depending on the requirements of the school. Mrs Hestford will therefore be in position as Acting Headteacher on Thursdays and Fridays. Mrs Shikotra will then teach 6H on these two days. Please be assured that this change in my position will not affect the smooth running of our school.

As you are aware our school is to shortly convert to becoming an academy as part of the Collective Community Trust. Part of the reasons for reducing my working time at Heaton Park is so that I can give more time to supporting the establishment of our new multi-academy trust. Further information about the trust will be sent to you after the holidays.

If you have any questions in relation to this information, please feel free to contact me.

Kind Regards,

Mr P.J.Lord