



DOG KENNEL HILL PRIMARY SCHOOL

**Dog Kennel Hill
East Dulwich
London SE22 8AB**

**Executive Headteacher: Mrs Galiema Amien-Cloete
Head of School: Mr Lorrain Black
Deputy Headteachers: Mr Ross Orton and Ms Natalie Melehi**

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13th November 2015

Dear Parent,

Unfortunately, Ms Caughey has decided to leave the school at the end of next week. This is due to personal reasons that make it very difficult for her to continue teaching in London. Ms Caughey has very much enjoyed teaching the children and working alongside the staff at Dog Kennel Hill Primary School and she would like to thank the parents for their support this term. Ms Caughey's last day will be Friday, 20th November.

Although this has happened very quickly, we have managed to find a strong replacement. Ms Driver will replace Ms Caughey as 2A's class teacher from Monday 23rd November. Ms Driver has experience working in London schools in key stage one (Y1 and Y2), impressed us during her observation lesson and interview and is very keen to join us. She is currently available until the end of the Autumn term; although she is not in a position to be able to confirm this now, we are hoping that she will be able to stay with us until the end of the year. This will give the school an opportunity to find an equally able teacher to take the class on through to the end of Y2, should Ms Driver not be available after Christmas.

Ms Driver will also be working with Ms Caughey for three days next week (17th, 19th and 20th November) to give her an opportunity to meet the children, watch the class in action, teach alongside Ms Caughey and complete a detailed handover. In this way, the children will have an opportunity to get to know Ms Driver alongside their current teacher and Ms Driver will be able to transition the class gently to working with her as the new class teacher.

It is very unfortunate that the children will lose Ms Caughey so early in the year; we are very grateful to her for all her hard work to start 2A's year in such a positive way and very sorry to see her go. If you have any questions about the transition next week, please do not hesitate to contact myself, Ms Melehi or Mr Orton.

Kind regards,

Mr Black

"Where Children Love To Learn"

Creative

Aspirational

Resilient

Empathic

Respectful