



South Lake Primary School

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Mrs A Butler-Willis
Headteacher

2nd October 2017

Dear Parents and Carers

Staffing News

I am sorry to tell you that Mrs Sherwood, our School Office Administrator, is leaving us at half term as she and her husband are re-locating to Yorkshire. Mrs Sherwood is such an important part of the school, as she is often the first point of contact for parents and her friendly and welcoming manner has been an asset to South Lake. We all wish her and Mr Sherwood well in their new life together.

Mr Barnard will not be accompanying Year 6 on their residential visit next week as usual as he and his wife are expecting their second baby to arrive any day now! I will be taking his place on the trip and my Assistant Headteachers, Miss Scrine and Mrs Waite, will be in charge of the day-to-day running of the school. Please contact them through the school office should you have any pressing concerns.

Yours sincerely

Mrs A M Butler-Willis

Headteacher