



part of Edukos Trust
www.dunswellacademy.co.uk

24 November, 2021

Dear parents and carers

As many of you may be aware, I am expecting a baby and will be going on maternity leave around March. This inevitably means some temporary changes within school.

I am very happy to announce that Mrs Catherine Burrell will take over as Acting Head Teacher from March 2022. Mrs Burrell knows the running of the school extremely well and we have planned in an 8-week period for the transition. In this time, I will still be in school and will have overall responsibility but Mrs Burrell will be shadowing and understanding the role. I strongly feel that Mrs Burrell will step into the role very easily and that there will be very little change to the running of the school. During the time she will be undertaking the role of Acting Head Teacher, she will continue to benefit from the support offered by Edukos Trust and Mr Huscroft during his regular visits to the school.

The role will, however, require Mrs Burrell to temporarily move away from her teaching commitments in Class 1 to ensure her focus is on the smooth running of the school. We have already recruited a new teacher who will start in Class 1 on the return to school in January 2022. Miss Hannah Morrison will join the team at Dunswell and Mrs Burrell will have the time to support and ensure that the staff change-over will cause minimal disruption to the running of Class 1. Miss Morrison is planning to be in school for a few days before the Christmas break when she will have the opportunity to work closely with Mrs Burrell and get to know both the children and the routines of the school.

I understand that change within a year can cause concern for parents but I feel that the 8-week transition period will enable all staff to work together and ensure that all changes go as smoothly as possible.

As always, thank you for your continued support now and in the future.

Yours sincerely

Alison Oxtoby
Head Teacher