

STMARY'S RC PRIMARY SCHOOL

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EDUCATION

Head Teacher

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Midlothian



31st January 2018

Dear Parents and Carers

STAFFING UPDATE

I am writing to inform you that as of 5th February, Mrs Liz Laird will take on the Shared Headship of St Andrew's and St Mary's Primary Schools. The arrangement with St Andrew's will be on a temporary basis.

To support this change in management, Depute Head Teacher posts will be created in both schools. Mrs Fiona Macaulay will become Acting Depute Head Teacher at St Mary's and as such will take over the day to day leadership and management of the school while Mrs Laird prioritises her time to be at St Andrew's in the coming weeks. This means that Mrs Macaulay's teaching timetable will be temporarily suspended until that post has been filled.

As an experienced Head Teacher, I am confident that Mrs Laird, with the support of stakeholders in both schools, will demonstrate the leadership and management skills required to fulfill the challenges of a Shared Headship. I am sure you will show your continued support to Mrs Laird and the team at St Mary's at this time of change.

Yours sincerely

Mrs Nicola McDowell
Schools Group Manger