



**SUTTON ST JAMES C.P. SCHOOL**  
Bells Drove, Sutton St James, Spalding, Lincs. PE12 0JG  
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Tel: 01945 440209  
Headteacher: Miss Claire Willows



3<sup>rd</sup> July 2017,

Dear Parents,

Miss Francis will no longer be a member of the teaching staff at Sutton St James after the 31<sup>st</sup> August 2017. We wish her well in the future.

We will be appointing a new member of staff to replace her. In the interim period the class will be covered by Mr Mooney (Monday, Tuesday, Wednesday) and Miss Willows (Thursday, Friday). This arrangement will continue until we are able to recruit a high quality teacher. Adverts have been placed this week and we will keep you up to date with any developments as soon as we can.

If you wish to discuss this please do not hesitate to make an appointment with the school office to see me.

Yours sincerely

Miss C Willows  
Headteacher