



**St. Peter's C.E. Primary School**  
Belford Road, Harrogate, North Yorkshire, HG1 1JA.

**Headteacher – Mrs Julia Collins**

***“Learning – Achieving – Caring”***

1<sup>st</sup> December 2017.

Dear Parents/ Carers,

The Trust Board of Directors has agreed to my request to reduce my hours in school as from January 2018. My new working pattern will be Monday - Thursdays for a trial period of a year. My personal circumstances have changed and I am now the proud grandma to three, nearly four grandchildren. How lucky am I!

We are a strong team of staff at St. Peter's School and Miss Fishburn will be taking on the role of Associate Headteacher on a Friday, a role for which she is well equipped.

It is essential within any organisation that leadership is distributed so that not all the responsibility lies with one person. Miss Fishburn is looking forward to this promotion and I will be working closely with her as she takes on this additional role. This will not affect her teaching time at all.

I am, of course, still totally committed to the school and the drive for continual improvement, we want only the best for our children. I am hoping that operationally you will not even notice the change, but if you wish to speak with me personally this will be my working arrangement.

The governors will be monitoring the change across the year and if you wish to give feedback at any point to Mrs. Morris our new Chair of Governors, she can be contacted at [jane.morris219@btinternet.com](mailto:jane.morris219@btinternet.com).

Yours sincerely

*Julia Collins*

Julia Collins  
Headteacher

*Jane Morris*

Jane Morris  
Chair of Governors

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