



**Frogmore Junior School**

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Wednesday 15th March 2017

Dear Parents/Carers

I am writing to inform you that I will be taking up a new post in September as Headteacher of an all through primary school. I have been at Frogmore Juniors for 10 years and I have thoroughly enjoyed my time working with your children; but I have missed the opportunity to work with Key Stage 1 pupils and this new post provides me with that opportunity.

I have been extremely proud to be part of the journey to excellence at Frogmore and I am proud of the progress made by your children and by the staff over the past few years. I have been particularly fortunate to have the trust and confidence of the parent community and for that I thank you. I will be informing all the children in assembly tomorrow morning, so that they are aware of this too.

I will be very sad to leave Frogmore and look forward to seeing you all many times before the end of the academic year. The Academy Trust will be advertising for my replacement and will be writing to you very soon to keep you informed of their progress.

Yours sincerely

A handwritten signature in black ink, appearing to read 'G Richardson', with a long horizontal flourish extending to the right.

Mrs G Richardson  
Headteacher