



Beechwood Primary School



Ambleside Close, Woodley, Berkshire, RG5 4JJ

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Head teacher: Mr Gordon Davies

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5 January 2016

Dear Parent/Guardian

Class 5/6LD

Apologies for the short notice but I am writing to inform you about staffing changes within 5/6LD to take immediate effect.

Miss Anderson will now teach this class full time and is an experienced teacher who has previously worked in year 5 & 6.

This class will be known as 5/6A.

Should you have any concerns please do not hesitate to contact me.

Yours faithfully

Gordon P Davies
Headteacher

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