



13 December 2023

Dear Parents/Carers,

### Staffing Updates

I am writing to update you on some upcoming staffing changes.

At the end of this term, we sadly say goodbye to Mrs Sally Lee and Mrs Michelle Smith.

Mrs Sally Lee has worked at BFS for the past two years as a Speech and Language Learning Support Assistant. She has secured a promotion working and continuing SALT with the NHS. As much as we are sad to see her go, we wish her the best of luck in her new role.

Mrs Michelle Smith has worked at BFS for just over two years as a Learning Support Assistant. Mrs Smith has contributed greatly to BFS, and we are extremely sad to say goodbye. We wish her the best of luck as she moves on to another local primary school to continue her career as teaching assistant as well as further support her family.

In addition to this, Mrs Louise Harper will also be leaving BFS. She will return after Christmas for a few weeks before she embarks on her new role in Admin at a local secondary school. Mrs Harper has spent many years at Broadstone First school as a Learning Support Assistant, she has been with us since 2016 and supported many children during their time with us. We are very sad to say goodbye however I am sure you will join me in wishing her luck in her new role.

I want to take this opportunity to say a massive thankyou to Mrs Lee, Mrs Smith and Mrs Harper for all their dedication and support over their time with us at BFS. We wish them the best of luck and positive wishes in their next adventures.

We appreciate that change can be unsettling however we wish to embrace these changes positively and want to reassure you that we will do all we can to ensure minimal disruption to your child and their learning. As we look to further recruit, we will be deploying all existing Learning Support Assistants across our school to best support all classes. All of our learners are used to working with a variety of adults across school which is enhanced through UBC and lunchtimes.

We thank you for your support and should you have any further questions of concerns, please do not hesitate to contact us.

Best wishes

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