



22 September 2020

Dear Parents/ carers

## Head of Year 8

I am writing to let you know that I have taken over as Head of Year 8 from Mr Pugh. Mr Pugh will be overseeing all of Key stage 3 and so I will work closely with him to ensure a smooth handover.

I have already introduced myself to the students and I look forward to working with you to ensure that your child has a happy and successful time whilst at the Academy.

Yours sincerely

**Mr C Mills**  
**Deputy Headteacher**

