



**Huxlow
Academy**

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Our Ref: PLE/KHU/Head7&8

Date: 19th May 2023

Dear Parents/Carers

Head of Year 7 & 8

I am writing to let you know about changes that will take immediate effect regarding the leadership of Year 7 and 8.

Following the decision by Mrs Barker (current Head of English) to move on to a new role from September, and the successful appointment of Mrs Cory (current Head of Year 7 & 8) to the role of Head of English, we have decided to implement some changes with immediate effect regarding year group oversight.

Mrs Barker will remain as Head of English until the end of the academic year.

Mrs Cory will no longer be Head of Year 7 and 8 going forward. New arrangements are being put in place for September, but for the remainder of this academic year the following plans will be put in place:

- As usual, the first point of contact remains the Form Tutor.
- Head of Year 7 and 8 duties will be undertaken by Mr Knowles until 6th June.
- Mr Knowles will continue to oversee Year 7 until the end of the academic year.
- Mrs Huchet will take on oversight of Year 8 from 6th June until the end of the academic year.

The changes detailed above will allow Mrs Cory to focus on preparing for her new leadership role starting in September.

We will be in contact with you again before the Summer to share with you further details regarding the year group oversight arrangements for September onwards.

Thank you for your continued support.

Yours faithfully

Mr Paul Letch
Headteacher