

## **Outwood Primary Academy Kirkhamgate**

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Chief Executive Principal, Primary: Mr Lee Wilson

Head of School: Lisa Cooke

Monday 3rd July 2023

Dear Parent/Carer,

**Re: Class Transition** 

It is that time of year again when we finalise our plans for the new academic year.

I am pleased to inform you that next year your Reception child's class teacher will be Miss Lauren Dalby.

There will be a transition afternoon on Wednesday 12th July, where your child will visit their new class to work with their new teacher. They will spend the morning together, becoming familiar with both the classroom and the staff.

If you have any questions regarding this transition process, please speak to your current class teacher who will be happy to help.

Kind regards,

Lisa Cooke

Head of School

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