



QUEEN BOUDICA
PRIMARY SCHOOL

Queen Boudica Primary School
Cowper Crescent
Colchester
CO4 5XT

T: 01206 844654

F: 01206 853127

www.qbps.essex.sch.uk

admin@qbps.essex.sch.uk

Acting Head Teacher: Mrs Kelly Cox

1st December 2016

Dear Parents and carers in Hawthorn Class,

I am writing to inform you of a change in arrangements that we have made to teach your child's class after Christmas.

Miss Andrews, who has been teaching your children on a Monday, will be returning to teaching full time elsewhere in the school. I will be returning to my role as Deputy Head teacher in January and will also take over the Monday teaching of Hawthorn class.

I am very much looking forward to getting to know your children better and teaching them in the Spring term.

Kind regards.

K Cox

Kelly Cox
Acting Head Teacher

