



Harrietsham Church of England Primary School

Headteacher: Mrs Jackie Chambers
Deputy: Mrs Samantha Fenner
Chair of Governors: Mrs Rebecca Emson



Nurtured We Flourish

☎ 01622 859261

Email: office@harrietsham.kent.sch.uk

Website: www.harrietsham.kent.sch.uk

7th September 2026

Dear Families of Robins Class,

I am afraid I am writing with some difficult news. Miss Alexander has, very unexpectedly, informed me that she does not wish to return to the school. This has come as a huge shock to us all, and I am sure it will be to you too.

I appreciate that this news may understandably cause concern regarding your children's education. Therefore, I wanted to be open and transparent about the arrangements we have put in place so far and how we intend to move forward.

This Week



Mrs Finch, who is familiar with the class, will be teaching Robins Class every day for the remainder of this week. Mrs Finch taught the class on a number of occasions last year and has developed a very positive relationship with the children. She is familiar with their learning needs and has access to the planning and resources being used by the other Year 3 class, ensuring both classes continue to cover the same curriculum content.



Unfortunately, Ms Thurston suffered a personal bereavement last week and will not be in school for the time being. As a result, Mrs Allitt will be the regular and familiar Learning Support Assistant within the classroom until Ms Thurston returns. Mrs Allitt will be in class every day to support the children throughout their learning.



Mrs Hancock, our Inclusion Assistant, will also be in the classroom each morning to help the children settle into their day. As someone who is very familiar to the children, she will remain with the class until lessons begin to ensure they feel happy, secure and ready to learn.

Next Week

Our ideal solution is, of course, to appoint an experienced, full-time, permanent teacher to replace Miss Alexander. However, due to the timing of teacher resignation dates, recruiting at this point in the year can be challenging. We will be advertising the position immediately and beginning our search for the right candidate. I am sure you will agree that it is important we appoint the right person, as our children deserve the very best.



SCHOOL
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While we undertake this search, we are also seeking a suitable short-term teacher who can provide consistency and stability until the end of the Autumn Term. It is essential that we recruit someone who shares our ethos and values and has the necessary experience to support the children effectively, ensuring their learning and wellbeing remain uninterrupted.

The good news is that we already have two highly experienced teachers who have expressed an interest in the role. This week, I will be observing both candidates with a view to appointing one of them to begin teaching the class next week. I will, of course, keep you updated as soon as I am able to share further information.

Senior Leadership Team Oversight

During this period of uncertainty, Mrs Fenner, Deputy Headteacher, will provide additional oversight of the class, both in terms of the children's emotional wellbeing and their academic progress. Mrs Fenner will also be attending the Year 3 Parent Information Session on Wednesday, which will be led by Miss Thorne.

I fully appreciate that this is not the update you were expecting to receive today. I am deeply disappointed that I have to write this letter and understand that the situation is far from ideal. However, I hope that the continuity provided by Mrs Finch and Mrs Allitt will offer reassurance while we secure the right longer-term solution for the class.

Please be assured that the children will remain at the centre of every decision we make. We will do everything possible to provide consistency, stability and high-quality education for them in the weeks and months ahead.

If you would find it helpful to discuss the contents of this letter or our current plans, I will be available after school from **3:30pm tomorrow**. Please email me at headteacher@harrietsham.kent.sch.uk so that I know to expect you.

Yours sincerely,

Jackie Chambers
Headteacher



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