



ST. NORBERT'S
CATHOLIC PRIMARY SCHOOL

23rd May 2017

Dear Parents and Carers,

I'm writing to inform you of some imminent changes in management at St Norbert's school.

Joe Burns has decided to take an early retirement and will be completing his time with us on Friday the 26th May. You are all invited to the collective worship celebration at 2:30pm, where we will wish him well and thank him for his service to our school.

The governing board has, with the kind permission of Bishop Patrick McKinney and the Nottingham Roman Catholic Diocesan Education Service, asked Mrs Jenna Withers to step into the role of Acting Headteacher. Ms Sharon Bools and Mrs Jeanette Jameson will be acting as Assistant Headteachers. These will be temporary appointments while the governing board seek to recruit a new substantive headteacher.

Yours faithfully,

Janet Havemann Bowser
Chair of Governors
St Norbert's Catholic Primary School.