



Ss Alban & Stephen Catholic Schools' Federation

Executive Headteacher: Miss C McFlynn

Head of Infant School: Mrs C Moore

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18 March 2020

Dear Parents/Carers

I know you will have received communication regarding Miss Cannon's resignation as Head of School from the end of this term.

Miss Cannon's intention was to spend some time in Australia with family before returning to Ireland and her travel plans were booked accordingly. In light of the Covid-19 pandemic and the disruption to travel, the governors agreed to release Miss Cannon from her contract at the school earlier to enable her to travel.

I know many of you will be very sad that Miss Cannon has already left and that you didn't manage to say your goodbyes. We will be arranging an appropriate thankyou and farewell celebration for Miss Cannon at the school before she returns to Ireland in September. We will let you know arrangements nearer the time.

As you know, the governors have seconded Mrs Moore as Head of School for the Summer Term before a substantive Head Teacher is appointed for September. Mrs Moore will now take up her role later this week.

It was our intention to arrange a series of coffee mornings for you to have an opportunity to meet Mrs Moore before she started at the school. However, these have had to be postponed until the Summer Term.

I will continue in my role as Executive Head to support both schools and I look forward to introducing Mrs Moore to you over the coming weeks.

These are very challenging times for all school communities. Please be assured that myself, Mrs Moore and the governing body will be working hard to support the pupils, parents and staff over the coming months. We will endeavour to keep you updated with new information as we receive it.

Thankyou for your continued support and cooperation.

Yours sincerely,

C. McFlynn  
Executive Head Teacher