



“Inspiring a love of lifelong learning”

Headteacher: Mrs N Kelly
Deputy Headteachers: Mrs J Dunmall & Miss L Innes
Chair of Governors: Mrs S Ford

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Tuesday 7th January 2025

Dear Parents/Carers

I am writing to inform you of an important update regarding staffing. Miss Innes, our Deputy Headteacher, is set to commence maternity leave shortly. We are incredibly excited for her and wish her all the best.

In Miss Innes' absence, I am pleased to announce that Miss Booth and Mr Groom will be taking on Phase Leader roles. This means that the Phase Leaders are now as follows:

Nursery and Reception: Mr Groom

Years 1 and 2: Mrs Dunmall (Deputy Headteacher)

Years 3 and 4: Mrs Newbey (Assistant Headteacher)

Years 5 and 6: Miss Booth

To contact your child's phase leader please call the school office on 0208 845 1707 or email office@charvilleacademy.org and we will arrange for them to contact you.

If you have any questions, please do not hesitate to contact me.

Yours sincerely

Mrs N Kelly
Headteacher