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*With belief and hard work anything is possible*

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30<sup>th</sup> January 2017

Dear Parents and Carers,

I am writing to inform you that I shall be leaving Highcliffe on 7<sup>th</sup> April to take up the position of Headteacher at Westgarth Primary in Marske, after the Easter break. My position here will be advertised shortly, and I wanted you, and the children, to know of my leaving before it becomes "public".

Whilst this is an exciting opportunity for me, as you can imagine, it has been a very difficult decision. I have been privileged to spend over 13 years at Highcliffe, for 11 of which I have had the honour of serving as Headteacher. Highcliffe and its community have played a huge part in my personal and professional life – my daughters were just 4 and 2 when I arrived here as Deputy Head all those years ago.

I have thoroughly enjoyed working with the children, staff, parents and governors on the school's journey, and feel that Highcliffe is in a strong position to thrive and develop further. I believe that exciting times are ahead at Highcliffe, and the school, and its community, will always have a special place in my heart, especially your fantastic children, who have never ceased to amaze me!

A new Headteacher will be recruited for September, and Highcliffe will be in the very capable and safe hands of Miss Krywicznanin, as Acting Head, and Mr Parnaby, as Deputy Head, for the summer term. I wish the school, and my successor, the very best for the future.

Please accept my personal thanks for your support over many years.

I will take with me many very happy memories and, of course, the school's motto: "With belief and hard work, anything is possible!"

Yours sincerely,

Jackie Woodhead

Headteacher