



Greenway Primary & Nursery School



Crossways, Berkhamsted, Herts, HP4 3NH
Tel: 01442 866249

Head Teacher: Katharine Ellwood

28 June 2019

Dear Parents of Pine class,

You will be aware that Mrs Newing has not been in school since Thursday 13 June due to illness. During this time the class has been overseen by Mrs Crockett and she has liaised with Mrs Huggett and Mrs Saunders when they have been covering.

Unfortunately Mrs Newing is unlikely to return to work soon and so I am now writing to inform you about the arrangements we have put in place for your child's class. Mrs Lyness will be covering until Mrs Newing returns. The children met her today and she has had a full handover from Mrs Crockett and Mrs Huggett. She is an experienced KS1 teacher and Mrs Crockett will be liaising with her.

We wish Mrs Newing a speedy recovery and please do not hesitate to contact Mrs Crockett or myself if you have any concerns.

Regards

Katharine Ellwood

