

4th September 2020

Dear Parents/Guardians

I am writing to you with our staffing arrangements for September 2020.

Due to a low birth year and in turn a low intake of children for the new academic year, and with the added difficulties that the health pandemic has brought, we are in the unfortunate position of having to let a member of staff go. In open dialogue with the staff and trustees, Miss Sue has decided to take early retirement and will not be returning to Little Fingers Pre-school.

Miss Sue has been at Little Fingers for over six years. She has been a tremendous asset and support to the pre-school and will be missed, not only by the staff but also the children. We hope that we will continue to see her around the village and that she keeps in touch. We wish her well for her future retirement plans.

In terms of staffing for the coming academic year, the remaining staff will share Miss Sue's key children between them. Miss Sue's parents will be notified of their child's key carer, going forward. The existing children will remain with their key carer from last year.

Should you have any queries or concerns, please don't hesitate to get in touch.

With kind regards

Andrew Neal

Chair - Little Fingers Preschool Committee