



QUEEN BOUDICA
PRIMARY SCHOOL

Queen Boudica Primary School
Cowper Crescent
Colchester
Essex
CO4 5XT

Phone: 01206 844654
E-mail: admin@qbps.essex.sch.uk
Website: www.qbps.essex.sch.uk
Head Teacher - Ms Clare Woodward

7th March 2019

Re: Staffing Change in Rowan Class

Dear Parents,

I know that you will be really sorry to learn that Miss Birbeck is leaving Queen Boudica Primary School at Easter. Miss Birbeck has been successfully appointed to teach in another school in Colchester, which gives her the opportunity to expand her professional experience, but we will all greatly miss her here at school. I would like to take the opportunity to thank Miss Birbeck for her dedication and commitment to the pupils at Queen Boudica Primary School since 2014: as you will know only too well she is a fantastic teacher and it has been a pleasure to work with her.

However, governors and I are delighted to have appointed Miss Jessica McShane as Rowan Class's teacher after Easter. Miss McShane is an experienced teacher and I am confident that Rowan Class will really enjoy working with her next term. Miss McShane will be visiting us prior to the Easter holiday as she starts getting to know Rowan Class: I will let you know when this will be once dates are confirmed so that you can join me in welcoming her to Queen Boudica.

Please don't hesitate to come and discuss any questions that you may have: I know that you'll want to join us in wishing Miss Birbeck every success and happiness in the future and to thank her for all that she has done for the pupils in her care.

Please be assured that we will do everything possible to ensure a smooth transition between Miss Birbeck and Miss McShane so that Rowan Class continue their high standards of learning: thank you for your kind understanding and support at this time.

Yours sincerely,

Clare Woodward
Headteacher



Child FIRST



love learning
care for everyone
aim high