



Church Drive Primary School  
"Together we Belong, Believe and Achieve"  
Port Sunlight, Wirral, Merseyside CH62 5EF



Headteacher: Mrs J Jones Website: [www.churchdriveprimary.co.uk](http://www.churchdriveprimary.co.uk)  
Telephone: 0151 645 5527 [schooloffice@churchdrive.wirral.sch.uk](mailto:schooloffice@churchdrive.wirral.sch.uk)

Wednesday, 27<sup>th</sup> March 2024

Dear Parents and Carers,

**For the attention of Parents/Carers in Year 3/4 C**

I am writing to inform you that your child will continue to be taught by Miss Callis on a Monday to Thursday after the Easter break.

We are, however, making an adjustment to place Mrs Wood (Deputy Head/SEND Lead) in to this class on a Friday for the summer term.

We apologise for the disruption, however, we wanted to secure a consistent member of staff to teach your child on a Friday.

Kind regards,

Mrs J Jones

Headteacher



*Happy and Safe  
Respecting  
Ready to Achieve*

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**Child Protection Contact at School: Joanna Jones** Telephone: 0151 645 5527  
**Data Protection Officer at School: Craig Stilwell (Judicium)**