



Hiltingbury Road  
Chandlers Ford, Eastleigh  
Hampshire, SO53 5NP

Telephone: 02380 261808  
Facsimile: 02380 273401  
[adminoffice@hiltingbury-jun.hants.sch.uk](mailto:adminoffice@hiltingbury-jun.hants.sch.uk)

Acting Head: Mr Jon Clark

4<sup>th</sup> October 2018

Dear Parents and Carers,

I wanted to write to let you know of a temporary staffing change in 3O. Mrs Oldham needs to have an operation on her hand and therefore will be off work from Thursday 18<sup>th</sup> October for approximately five to six weeks. As you can appreciate, with any kind of operation, it is hard to put an exact time for a return to work.

During this time, I am really pleased that Mrs Carrie Howell is going to be teaching in 3O. Mrs Howell is a very experienced teacher who has worked at Hiltingbury for many years and knows our school very well. Mrs Oldham and Mrs Howell will have a thorough handover before 18<sup>th</sup> October.

Please come and see Mrs Oldham or myself if you have any questions.

Thank you for your ongoing support.

Mr Jon Clark  
Acting Headteacher

