

23<sup>rd</sup> June, 2020

Dear Parent/Guardian of Ms. Kilgallon's 1<sup>st</sup> Class 2019-20,

I am writing to inform you that Ms. Kilgallon and Ms. Higgins will be teaching your child in 2<sup>nd</sup> class next year on a job share capacity.

This means that each teacher will work alternative weeks to each other.

Both teachers will plan work together and carry out thorough hand overs weekly.

We would have liked to have had a class meeting of the parents to go through how the teachers will work together and to answer any of your questions but Covid 19 closures did not allow us do so.

Ms. Higgins and Ms. Kilgallon will endeavour to carry out such a meeting when and if it is safe to do so when the school year starts. In the meantime, you can contact me with any queries you may have.

Kind regards,

*Finbar Hurley*

Principal