



**1 Worrall Drive, Wouldham Kent ME1 3GE**  
**☎: 01634 861434 Email: office@wouldham.kent.sch.uk**  
**Headteacher: Mrs Victoria Baldwin BSc (Hons) NPQH**

19<sup>th</sup> April 2024

Dear Parent/Carer,

**Announcement: Departure of Mrs Fitter and Introduction of Mrs Underdown**

I am writing to inform you that Mrs Fitter will sadly be leaving our school at the end of term 5 on Friday 24<sup>th</sup> May 2024. Mrs Fitter is embarking on a new chapter in Wales with Mr Fitter and their family. We appreciate and thank Mrs Fitter for her exceptional contributions to our school as a dedicated class teacher and for her valuable support in enhancing Religious Education teaching and learning across the school.

While bidding Mrs Fitter farewell, we are delighted to welcome Mrs Underdown as the new Wagtail class teacher. Mrs Underdown brings a wealth of experience to her role as a seasoned class teacher. She will be in school to commence a handover with Mrs Fitter and to meet both children and parents (after school hours) on Monday 29<sup>th</sup> April and Tuesday 30<sup>th</sup> April 2024.

We understand that the transition to a new teacher can sometimes present challenges for children. However, with a comprehensive handover process and the steadfast support of Mrs Mann, the Class Teaching Assistant, we are confident that the children will navigate this change successfully.

Your continued support and understanding during this period of transition is greatly appreciated.

Yours faithfully,

**Mrs V Baldwin**  
**Headteacher**