



Alban City School
7 Hatfield Road
St Albans
AL1 3RR

www.albancityschool.org.uk

01727 860304

Office email: admin@albancityschool.herts.sch.uk

15th March 2018

Dear Parents and Carers,

As you may know, Mrs Carter will be on maternity leave after Easter, so her last day at work will be the last day of this term. We wish her and her husband every happiness in welcoming their new arrival in the coming weeks.

We are very pleased to have appointed Miss Carly Gardiner to teach Vermillion class in Mrs Carter's absence. She will be visiting the class for the day on Tuesday 20th March so that the children can meet her and she can begin to get to know them.

As Mrs Carter has taught the class for the majority of the year, she has written their annual reports and these will be sent home before the end of this term.

Yours sincerely,

Mrs J Goddard and Mrs G Stray
Co-Headteachers