



22 November 2018

Dear Parents and Carers

I am writing to let you know the arrangements for covering Mrs Cottrell when she leaves Corsham Primary at the end of this term. I am sure you will be delighted to know that Miss Palmer has kindly agreed to increase her working week and cover the class full time. This is a great outcome for the children and we would like to thank Miss Palmer for stepping in and helping us out.

I am sure you will join me in wishing Mrs Cottrell every happiness in the future with her new job and thank her for all the support she has given the school over the years. We are all going to miss her greatly.

Yours sincerely

Gina Cooke  
Senior Headteacher

**Pound Pill**  
Pound Pill, Corsham, SN13 9YW  
Tel: 01249 712387  
Email: [admin@corsham-pri.wilts.sch.uk](mailto:admin@corsham-pri.wilts.sch.uk)  
[www.corshamprimary.co.uk](http://www.corshamprimary.co.uk)

Senior Headteacher:  
Gina Cooke  
Heads of School:  
Lindsay Fry & Kerry Parker  
CEO:  
Fiona Allen

**Broadwood**  
Broadwood Avenue, Corsham, SN13 0LX  
Tel: 01225 811997  
Email: [broadwood@corsham-pri.wilts.sch.uk](mailto:broadwood@corsham-pri.wilts.sch.uk)  
[www.corshamprimary.co.uk](http://www.corshamprimary.co.uk)