

FRANCES OLIVE ANDERSON
Church of England (Aided) School
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Headteacher: Mrs Sarah Woolley



Diocese of Lincoln

12.05.16

Dear Parent/Carer

I am writing to inform you of Mrs Douce's decision to retire at the end of this school year. All the staff wish Mrs Douce the very best and good luck for her retirement; she is looking forward to spending quality time with her family. She will be sorely missed, but we are hoping that she will be a regular visitor as a friend of Frances Olive Anderson C of E School and hopefully to undertake some teaching supply work too!

I will let you know arrangements for celebrating Mrs Douce's retirement at a later date.

The staff and Governors are looking forward to making a new appointment; we will inform you as soon as we have made the staffing arrangements for next year.

Many thanks for your continued support.

Yours faithfully

Mrs Sarah Woolley
(Headteacher)



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