

Head Teacher: Mr J Swift

Micklem Primary School

Boxted Road,
Hemel Hempstead,
Hertfordshire, HP1 2QH.
Tel: 01442 408964
Fax: 01442 401962
admin@micklem.herts.sch.uk
www.micklem.herts.sch.uk

learning, achieving, working together



Tuesday 8th September 2026

Dear Parents/Carers,

I am writing to you to notify you of the following changes to staffing in Year 5:

- Mr Woodhouse will no longer be teaching in Year 5.
- Miss Szymkiewicz will be increasing her teaching time in the classroom.
- Mrs Potts will be covering Miss Szymkiewicz's planning time.
- Miss Fazli will continue to be the Teaching Assistant in the classroom.

I am sorry for the disruption at the start of the year, but we feel that this will serve Year 5 more positively moving forward. It gives them a higher level of consistency in teaching and approach to learning, and it is with known adults. This staffing will be in place for this term, and then we will welcome Miss Sentence back after her maternity leave in January.

Yours sincerely

Mr J Swift

Headteacher

Be Kind. Show Respect. Aim High.



Artsmark
Silver Award
Awarded by Arts
Council England



Head Teacher: Mr J Swift

Micklem Primary School

Boxted Road,
Hemel Hempstead,
Hertfordshire, HP1 2QH.
Tel: 01442 408964
Fax: 01442 401962
admin@micklem.herts.sch.uk
www.micklem.herts.sch.uk

learning, achieving, working together



Artsmark
Silver Award
Awarded by Arts
Council England

