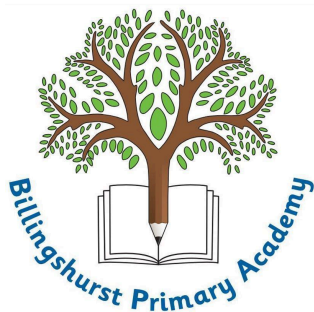




Billingshurst Primary Academy

Headteacher: Ms Marion Ley

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Ambition
Belonging
Courage

13th October 2026

RE - Rundell Class Teacher

Dear Parents/Carers,

I am writing to share an update regarding our Year 4 teaching team. Mr Bulmer will be leaving Billingshurst Primary Academy at half term due to personal reasons.

We would like to express our thanks to Richard for all of his hard work and dedication throughout this term. Although his time with us has been short, he has made a great contribution to our school community and he will be missed by children and colleagues. We wish him the absolute best for the future. Mr Bulmer will meet with parents this week during the parents meetings as planned.

Looking ahead, we are delighted to share that we have appointed **Mrs Kay Ward** as the full-time class teacher for Rundell class for the remainder of the school year. Mrs Ward brings wonderful experience and enthusiasm and she is very excited to join our school family after half term.

To help ensure a seamless transition for the children, Mrs Ward will spend this Thursday with us in school. During her visit, she will complete a full handover with Mr Bulmer, work closely alongside the Year 4 team to plan for the coming half term and spend time in the classroom getting to know all of the children.

Thank you for your support. If you have any questions, please do not hesitate to contact me.

Ms Ley
Head Teacher



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