Highfield South Farnham School
The Continual Pursuit of Excellence
Member of the South Farnham Educational Trust

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Headteacher: **Mr William Neighbour**

29th January 2026

Dear Parents and Carers,

I am writing to let you know about a forthcoming staffing change at Highfield, which many of you may already be aware of.

Mrs Owen will shortly be going on maternity leave. She is an incredibly valued member of our staff, and her commitment to the children, families and wider school community has made a real difference. She will be very much missed during her time away, and I know many of you will join me in wishing her all the very best as she prepares for this exciting new chapter.

I would also like to take this opportunity to reassure you about the arrangements we have in place during Mrs Owen's absence. I am pleased to confirm that Mrs Hayes will be taking on responsibility for SEND provision. Mrs Hayes has already completed her SEND qualification and is currently undertaking a Master's degree in this area. She will continue to teach in 5HM alongside Miss McGowan, ensuring continuity for the children while also bringing a high level of expertise and experience to the SENDCo role.

In addition, Mrs Stonehill will be taking on the leadership and day-to-day supervision of Key Stage 2. Mrs Stonehill is a strong and familiar presence within the school, and I am confident that she will provide clear leadership and support for both staff and pupils.

We are very fortunate to have such a skilled and committed team at Highfield, and I am confident that these arrangements will ensure stability and continuity for the children during this period.

Thank you, as always, for your continued support. If you have any questions, please do not hesitate to contact the school office.

Yours sincerely,
William Neighbour
Headteacher

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