



East Bierley CE (VC) Primary School
South View Road
East Bierley
Bradford, BD4 6PH

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Head Teacher: Mrs L Upham

2nd March 2018

Dear Parents / Carers

As you are aware Miss Mitchell has been absent from school for a period of time. Following discussions with Miss Mitchell we have agreed to release her from her contract of employment at East Bierley CE (VC) Primary School.

Miss Mitchell has been employed at East Bierley CE (VC) Primary School as Deputy Head since 2010 and has been a valued member of our team. I am sure you will join us in wishing her the best for the future.

Yours faithfully

Mr T Preece
Chair of Governors