



Ref: JFS/sg

10 July 2018

Dear Parents/Carers

I'm writing to let you know that, following a period of sickness, Hellen Bolton, Headteacher has decided to move from Carleton to pastures new and we wish her all the best.

Please be assured that this will not affect the day to day operation at the school. As Executive Director of Secondary across both secondary schools in the Pontefract Academies Trust, I have based myself heavily at Carleton since I joined on 1<sup>st</sup> May. I have been undertaking the duties of Headteacher and will continue to do so, until a new Head is appointed.

I have really enjoyed my time here so far and look forward to working with the school in the future. I believe the school has huge potential and I am excited by the prospect of making it the best possible school it can be.

Thank you for your continued support of the school.

Yours faithfully

**J Franklin-Smith**  
**Executive Director of Secondary**