



## THE FLOURISH FEDERATION

Brookfield Infant School, Swallow Road, Larkfield,  
Aylesford, Kent. ME20 6PY  
Tel: 01732 840 955

**Executive Headteacher: Mrs P Woods** Cert. Ed. NPQH  
**Chair of Governors: Mrs J Johnson**

9 February 2018

Dear Parents and Carers,

I am writing to inform you that Mrs Karen Down, Head of School at the juniors, has decided that after a long association with the school has made the difficult decision to resign at the end of Term 4. She would like to explain her reasons in her own words:

***It is with some sadness that I write to let you know that I will be leaving Brookfield at the end of term 4. I have been associated with the school for 17 years and over this time, have been given the opportunity to work in a variety of different roles: from class teacher, SENCo, Deputy Head and finally Head of School. However, you know when it's time to hang up your boots when the offspring of the children you used to teach start coming through the school doors!***

***It has been an absolute privilege to have worked alongside so many children and families over the years - some of whom I have known for longer than others - and I wish to extend my thanks to each and every one of you.***

***The federation of the infant and junior schools is just the beginning of a new chapter in the life of Brookfield and it's now time for me to move on to the next chapter in my own life (not least that of becoming a grandparent) and allow Brookfield to grow and flourish into an even bigger and better community that I know it will become.***

***To sum it up, in the words of Winnie the Pooh "How lucky I am to have something that makes saying goodbye so hard."***

On behalf of all the staff, pupils and families past and present, I'm sure you would like me to extend our thanks to Mrs Down for all her hard work and dedication over the years.

In the short time we have worked together I have seen just how much the school means to her, and I know she will be greatly missed by everyone. We all wish her many happy days as she moves on, especially to relish the joys of becoming a grandparent and nurturing yet another generation in her family!

Yours sincerely

*P Woods*

**Mrs P Woods**  
**Executive Headteacher**

*The Flourish Federation*  
*Brookfield Infant School and*  
*Brookfield Junior School*

