

EPS-DW-VW-TW-corresp

26th February, 2004

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**To: All Norfolk Secondary
Headteachers**

Dear Colleague,

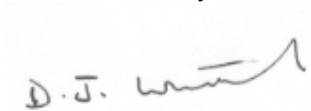
Re: Workforce Remodelling

Further to the Norfolk Secondary Headteachers' Remodelling briefing sessions in January 2004 where the issue of Cover Supervisors was raised, John Horsfield, Headteacher of Neatherd Community High School, Dereham, has kindly agreed to let us look at their system of cover supervision.

As a result, on Tuesday, 23rd March, 2004, there will be an opportunity to visit Neatherd High School and ask questions about the pros and cons of this initiative.

The session will start at 1.30pm and end at 3.00pm. Should you wish to attend please complete and **return the attached slip to me no later than Friday 12th March** or contact Margaret Geaney, Project Officer, on 01284 352104 or via e-mail at margaret.geaney@educ.suffolkcc.gov.uk.

Yours sincerely



Dudley Whittaker
Workforce Remodelling Project Leader (Secondary)

Re: Workforce Remodelling - Neatherd High session

Please return this slip to:

Dudley Whittaker, Project Leader (Secondary)
Western Area Education Office
Shire Hall
Bury St Edmunds
IP33 1ZZ

no later than **Friday, 12th March 2004**

*I will / will not attend the Cover Supervision information session at Neatherd High School, Dereham, on Tuesday, 23rd March, 2004 at 1:30pm

**please delete as appropriate*

School Name **Signed:**
Headteacher