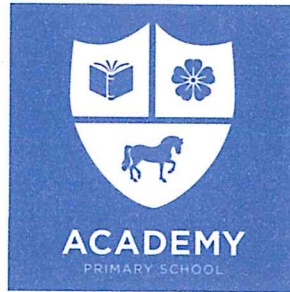


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Dear Parent

12 April 2019

Mrs Gillian Johnston-Wood

It is with a great deal of sadness that I write to inform you of Mrs Johnston-Wood's decision to take early retirement from our school on 31<sup>st</sup> August 2019.

They say things come in threes....and after the retirements of Mrs Hilman and Mrs Barr this announcement heralds the end of another faithful servant to the children of Academy Primary.

Gillian has been associated with Academy for a lifetime from her days as a pupil at our school, to her time as a mum with her own three children formerly attending the school, to the present as a member of staff. She has served as a teacher at Academy for the past 20 years. She has served countless P5 and P7 children (and even some from other year groups!) in Saintfield and its surrounding area with care and dedication. Gillian has been responsible for a range of duties including Music and Child Protection.

I am writing not only to formally pay a written tribute to Gillian but to afford parents the opportunity to make a contribution to her farewell. In June we will gather as a school family to formally say goodbye and make our presentations.

I would not be presumptuous in asking for a specific amount for anyone departing from Academy but I'm suggesting in Gillian's case, a fitting family contribution, to match her length of service and devotion. If you would like to contribute in this way, please forward your donation to your eldest child's class teacher in May.

Yours sincerely

A handwritten signature in black ink that reads 'S.H. Moore' with a stylized flourish at the end.

S H Moore