Headteacher
Mrs Pauline Smith

Kinross Primary School
Station Road
Kinross
KY13 8TG
Tel: 01577 867272
Email: KinrossPrimary@pkc.gov.uk
www.kinrossprimary.org.uk

Follow us on Twitter: @Kinrossprimarys

Tuesday 10 November 2026

Dear Parent/Carer

I am writing to inform you of a temporary change of staffing for Primary 1b. Due to some family circumstances, Mrs Wyllie has requested to work 4 days a week until further notice. Therefore, Mrs Wyllie will not be in school on a Wednesday from 11 November onwards. She will continue to teach the class for the rest of the school week.

On a Wednesday, the class will be taught by Ms Dall, who has been in school recently teaching PE to cover Mr Graham's recent absence. The children will all know Ms Dall as a result of this.

Ms Dall has already met with Mrs Wyllie and they have co-created a plan for the class on a Wednesday going forward. They have also had a discussion with regards to meeting the needs of the children in the class and any plans in place to ensure a smooth transition.

Yours sincerely

Pauline Smith
Headteacher