



**RE: Mrs McIntyre – Vice Principal**

Dear Parent/Guardian,

Tinged with some sadness I wish to inform you that Mrs McIntyre, our school Vice Principal has been appointed as Principal of Lissan Primary School. This is a Catholic Primary on the outskirts of Cookstown. As a result, she will take up post there on Monday 3<sup>rd</sup> February 2020.

Due to recruitment procedures, we are only now in a position to inform you of this information and I would also like to advise you that her last working day in St Comgall's will be Friday January 31<sup>st</sup> 2020. The Board of Governors have already started the recruitment process to replace Mrs McIntyre.

I am sure that along with our school team and our children, you would like to wish Mrs McIntyre every best wish and happiness in her new position. Lissan Primary families are very lucky to be getting someone so dedicated to the needs of children and the promotion of excellence.

I would like to thank Mrs McIntyre publicly for the exceptionally professional manner in which she has carried out her job here in school, for almost six years. She truly is an advocate for the child and this has permeated every responsibility she has had since taking up post here in St Comgall's. Our families and children with additional needs are all the richer for having Mrs McIntyre lead in areas such as Special Needs, Pastoral Care and Safeguarding.

I know she has worked with so many families in her role as pastoral leader so feel free if you wish to pop in to say goodbye at any time – and don't forget Mrs McIntyre is always on 'Welcome Duty' at the back gate of the school each morning, you can say farewell there too! (You've got 2 weeks 😊)

To conclude, on behalf of our Board of Governors and the rest of our school community, I sincerely thank Mrs McIntyre for her dedication and commitment to our children, families and staff team. I wish her new school community every blessing as they move forward under her strong leadership. I know she will carry with her our school moto which she helped to formulate - remembering that "With Faith, Family and Friends..... anything is possible."

Yours sincerely

Principal