

22.04.25

Dear Families,

It is with both joy and sadness that we write to let you know that Mrs. Hayes, our Senior Admin Officer, will be retiring on 2<sup>nd</sup> May.

Mrs Hayes has been the beating heart of Cherry Tree for many years, and her retirement marks the end of an era. Her presence at the front desk, her gentle guidance behind the scenes, and her unwavering commitment to every child, parent, and member of staff has shaped the very spirit of our school.

Many of you will know her as the friendly voice on the end of the phone, the kind face who helped with those first-day nerves, and the steady hand who always knew exactly what to do—even in the most chaotic moments.

But to those of us who have had the privilege of working alongside her every day, she is so much more. She has been a source of wisdom, humour, and compassion, always putting others before herself and always finding time for a kind word.

Her dedication to Cherry Tree has been nothing short of extraordinary. Mrs. Hayes has given her time, her care, and her heart to this school, and we know that her legacy will be felt for many years to come.

While we will miss her dearly, we are also so happy for her as she steps into this next chapter—one that we hope will be filled with rest, laughter, adventure (holidays), and everything she loves most.

She has certainly earned it.

Please join us in wishing Mrs. Hayes a happy, healthy, and thoroughly well-deserved retirement.

Kind Regards

Adam Dawson - Headteacher

**Designated Person for Safeguarding:** Mrs L Shephard

**Deputy Designated Person for Safeguarding:** Mrs S Cannon, Mr A Dawson & Ms K King

**If you are worried a child is at risk of harm, please contact: Social Care Direct on 01924 303456**

