



City Of York Council
Fishergate Primary School
Fishergate
York YO10 4AP
Tel: 01904 555335 Absence Line 553869
Fax: 01904 674873
Head Teacher: Andy Herbert
e-mail: fishergate.primary@york.gov.uk



Departure of Andy Herbert and Recruitment of New Headteacher

I am writing to you as Chair of Governors to follow up Headteacher Andy Herbert's letter in which he told you that he was leaving the school at Easter in order to move to another school.

On behalf of the Governing Body, I would like to recognise the success that Fishergate School has had for the past 10 years under Andy's headship. His vision and leadership have given us the excellent school that your children attend, and finding a successor will be a challenging task. Closer to the time we will arrange a suitable occasion to say goodbye and thank Andy for all he has done for the school.

The recruitment of a new Headteacher is the responsibility of the Governors Selection Committee, with accountability for the appointment being the full Governing Body. We are fortunate to have a considerable range of experience and skills among our governors that will be of benefit to us. The Selection Committee has already been appointed – including two parent governors – and it will be responsible for the key activities for recruitment and for transition working with both City of York officials and the school's Senior Leadership Team.

Due to the notice period that would need to be given by a successful candidate to their current school, it will not be possible to appoint a new Headteacher until the start of the next school year in September. As Andy will be leaving at Easter, it will be necessary to appoint an acting Head for the summer term. We are delighted to tell you that Sarah Dixon, the current Deputy Headteacher, has agreed to serve as Acting Head for the summer term. With the full support of the Governing Body and the school's existing excellent Senior Leadership Team, we are confident that the school could not be in better hands and Sarah will provide the stability and continuity Fishergate needs to continue to achieve the highest standards.

Between now and the end of term the Selection Committee will be putting in place the procedures and documents we will need to enable us to advertise the post early in the New Year. Applications will be sought nationwide to ensure that we attract the very best field of candidates. Interviews will be held in March, which will enable the successful candidate to give notice to their current school and be able to start work in September.

We will keep staff, parents and pupils updated on our progress over the next few months. I am confident that we will be able to appoint a new Headteacher who can maintain the school's excellent performance and deal effectively with its future growth.

Best wishes to you all

Jackie Hudson
Chair of Governors