



MEDINA PRIMARY SCHOOL

Medina Road, Portsmouth, Hampshire, PO6 3NH
Email: admin@medina.portsmouth.sch.uk
Website: www.medinaprimery.co.uk
Tel: 023 9237 5475

Headteacher: Mrs A McGarvey
Deputy Headteacher: Mrs S Sinclair

Friday 25th September 2026

Dear Parents and Carers

I am writing to share an update regarding the Year 4 Class Teacher, Mr Jarvis.

Mr Jarvis has made the difficult decision not to return as the Year 4 class teacher. This decision has been made for personal reasons, and we kindly ask that you respect Mr Jarvis' privacy during this time.

Please rest assured ensuring continuity and a supportive learning environment for your children is our top priority. We are already beginning the process to recruit a class teacher for Year 4. Finding the right person to teach the class is our top priority, and as thorough recruitment processes take time, we are working quickly to get this underway. We will share further details with you as soon as an appointment is made.

In the meantime, we are putting arrangements in place to ensure that the class has the most consistent teaching cover possible while the recruitment process is carried out.

Thank you for your understanding, support, and continued partnership.

Yours sincerely

Mrs A McGarvey
Headteacher