



Bowhouse Primary School
Mrs Laura Swan
Tinto Drive
Grangemouth
FK3 0DZ

Date: 27 May 2026

Dear Parents/Carers

Subject: Staffing Update

Tracey Sharples our Senior Early Years Officer has been successful in securing a Principal Early Years Officer position within Falkirk Council. This is a seconded post for a period of 23 months which Tracey will begin in August. We have undertaken recruitment for her Interim Senior Early Years Officer post and will inform you of who this will be once this has been confirmed.

Tracey will be missed but we wish her the best of luck in her seconded role and look forward to welcoming her back when this comes to an end.

Rebecca McPhee is currently absent from work and will be for the remainder of the session. She will then begin her maternity leave which we anticipate will last for the full session next year. We wish Rebecca the best of luck while she awaits on the arrival of her baby.

Further information regarding staffing for next session, including your child's key worker will be shared in due course.

Yours sincerely

Laura Swan
Headteacher