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Monday 27th of April 2026

Dear Parents/Carers,

It's very much with mixed emotions that I'm writing to you today, for the last time probably as Headteacher of Melin Primary School.

On Friday, I was interviewed for the Headteacher position at Coedffranc Primary School. I'm pleased to say that I was successful at interview and was offered the position, however it sadly means that my time at Melin will be coming to a close.

I started in Melin Juniors at Easter in 2010 under the late, great Julie Whitehouse as Headteacher with the equally great Charles Henrywood as Chair of Governors. I was appointed as deputy headteacher and was welcomed so warmly by the community, for which I will always be grateful.

To be appointed the first Headteacher of the new Melin Primary School was an honour. The way the parents and pupils came together to support the new primary school and our leadership was very much appreciated by all at the school, especially by me as Headteacher. I am also grateful for the support and partnership in leading the school shown by the Governing Body, especially Mrs. Sandra Miller as Chair of Governors.

While I'm looking forward to the challenges that my new role will bring, it's with fondness that I'll look back on my time in Melin working with you, your children and the wider community. I find myself telling the children in Coedffranc regularly that 'manners makyth man' and probably always will. When you've lived in the area or worked in the school, the motto becomes part of you.

Recently, I attended a training day with a leadership psychologist in which he said that we never really 'work in' a school, we 'work on it'. I'm proud of what we have achieved together 'working on' Melin Primary School and I know that the positive work on the school will continue.

Best wishes for the future for you, your families and the community of Melin.

Yours sincerely,

T. Richards
Headteacher