



Acting Headteacher: Mrs D Harris BA(Hons) in Primary Education QTS and NPQH
Acting Deputy Headteacher: Mrs L Jeremy Bsc(hons), PGCert (Prim Ed), PGDip
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Wednesday 1st July 2026

Dear parents/carers,

As you will be aware from previous correspondence, Mr. Tim Richards will be officially leaving us as Headteacher of the school at the end of August to take up a new position as Headteacher of Coedffranc Primary School.

Our governing body has recently completed the process to appoint a permanent Headteacher. The position has been advertised nationally and, following the shortlisting and interview processes involving both the governors and representatives from the Local Authority I'm delighted to inform you that I, Mrs Danielle Harris, have been appointed to the position of Headteacher on a permanent basis from September 2026. I will continue as acting headteacher in the school until that time.

It has been a real privilege to be Acting Headteacher for the past three years. I am very proud of all we have achieved together as a school community, and I am excited to continue leading the school in this new role.

I remain fully committed to Melin Primary School and to working closely with you, your children, our staff and governors. Together, we will keep working hard to give every child the very best opportunities to learn and succeed.

Thank you for your continued support.

Danielle Harris

