



**Mark Jones**

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Monday 8<sup>th</sup> January 2018

Dear Parent/Carer,

**RE: Harlaw House Guidance Arrangements**

As you may be aware, Mr Alan Johnston was successfully appointed to a part time Acting Depute Rector post prior to the Christmas break. For half of the week, he will remain as Principal Teacher of Guidance for Harlaw House, and for the remainder of the time he will undertake senior leadership responsibilities. I am sure you will join with me in extending congratulations and good wishes to Mr Johnston as he begins this post.

A competitive interview process for a job share partner for our Harlaw House Guidance post took place immediately prior to the holiday period, and I am delighted to write to inform you that Mrs Emma Farquhar has been appointed to this role. Mrs Farquhar has been working on a full time basis within our Additional Support for Learning team for some time, and so brings a wealth of relevant experience to this post. She and Mr Johnston have already started a handover process, and I trust that you will join me in formally welcoming her to this new position. I know that she looks forward to getting to know you, and your son(s) or daughter(s) better in due course.

I am very conscious of the important role our Guidance team play, and so am really pleased to be able to confirm arrangements for Harlaw House students at this early stage in the term. Mrs Farquhar will have predominant responsibility for students currently in S1, S2 and S5, and Mr Johnston will continue to hold this for students in S3, S4 and S6. Mrs Farquhar and Mr Johnston will work closely together in order to provide a continuing high level of pastoral care for students in Harlaw House.

As ever, any student who wishes assistance or advice may visit the Guidance suite during the school day, and make an arrangement to see the relevant Guidance teacher at a mutually convenient time. Should you wish to get in touch, please do so via our main office – the contact details for which can be found above.

I am sure you will join with me in welcoming both Mrs Farquhar and Mr Johnston to their respective new posts.

Yours faithfully,

Ms D Lynch  
Depute Rector