



Orchard Head J, I & N School

Orchard Head Lane

Pontefract

West Yorkshire

WF8 2NJ

T: 01977 723495

W: [orchardhead.patrust.org.uk](mailto:orchardhead.patrust.org.uk)

E: [admin@orchardhead.patrust.org.uk](mailto:admin@orchardhead.patrust.org.uk)

24<sup>th</sup> April 2025

Dear Parents/ carers

I am writing to inform you that I will be leaving my position as Headteacher at Orchard Head at the end of August 2025 to take up a promoted post at a primary school in Bradford.

This has been a difficult decision to make, as I have thoroughly enjoyed my time at Orchard Head. I feel incredibly proud to have worked alongside such a dedicated and talented team of staff, supportive trust leaders and school performance review board members, and of course, our wonderful pupils and families. The support I have received from the whole school community has made my time here special and I will always be grateful for the opportunity to have served as Headteacher.

Please rest assured that I remain fully committed to Orchard Head throughout the remainder of the academic year. I will continue to work with the same drive and focus to ensure our Year 6 pupils are well-prepared for their upcoming SATs and that we stay on track with the school's key priorities for improvement. There is still work to do and I am determined to make everyday count.

It will very much be business as usual until my final day. I remain 100% committed to leading the school and supporting our pupils, staff and families through a smooth and successful end to the year.

Pontefract Academies Trust has already begun the process of appointing my successor and will keep you updated as soon as an appointment has been made.

Thank you for your continued support.

Kind regards,

Richard Grogan  
Headteacher