

**Delayed Office Opening
for Employee Training**

*This office will be closed from
8.45 am - 11.00 am on the first
Thursday of each month.*



**Education and Learning
(Chief Education Officer)**
Strategic Lead - David Macluskey

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Parents/Carers of pupils at
Kinross High School

Contact Gillian Doogan
Service Manager
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Our ref GD/DMM

Your ref

Date 17 March 2025

Dear Parent/Carer

Management Arrangements at Kinross High School

I am writing to inform you that Mrs Sarah Brown has recently been appointed to the seconded position as Headteacher Advisor with the Scottish Qualifications Authority. The secondment is set to be in place for at least 18 months. This important position will allow Mrs Brown to contribute to national developments in national qualifications frameworks which will impact on young people across Scotland.

Mrs Brown will take up this position on 7 July 2025 which allows time for planning of a smooth transition for the school. We will now begin the recruitment process for the appointment of an Acting Headteacher for Kinross High School. We will share further information about the process in due course and the parent council will be fully involved at each stage of this. It is our intention to appoint a suitable candidate as quickly as possible to allow for Mrs Brown and the leadership team to work closely with the incoming Acting Headteacher.

In the meantime Mrs Brown's focus remains, as always, on her work at Kinross High School and she will continue to drive forward the improvement agenda in the school at this time.

Yours sincerely

Gillian Doogan
Service Manager – Primary, Service Manager Secondary (Interim)

Copied to: David Macluskey, Strategic Lead: Education and Learning
Councillor John Rebbeck, Convener
Councillor Steven Carr, Vice Convener
Councillor Michelle Frampton, Vice Convener
Councillor Dave Cuthbert, Ward 8, Kinross-shire
Councillor Neil Freshwater, Ward 8, Kinross-shire
Councillor Willie Robertson, Ward 8, Kinross-shire
Councillor Richard Watters, Ward 8, Kinross-shire