

Monday 28<sup>th</sup> June 2021

### Arrangements and Staffing for September 2021

Dear Parents and Carers,

We have not been given any guidance for September, if all restrictions lift as planned then we would like to bring back all that makes Leavening special as soon as possible. In the meantime, and for at least the first half term in September we would like to set out a new plan which takes account both no restrictions and any possible restrictions school may have to abide to. One aspect we would really like to reduce is the staggered start and finish times so therefore for the first half term the following times and entrances will be as follows.

#### Nursery pupils.

- School Starts at 9am and finishes at 3.15pm. Children will come into and out of school through the main playground and line up at the side gate (entrance to Conkers outside classroom)

#### Conkers Class (reception/Year 1/Year 2)

- School starts at 8.55am finishes at 3.15pm. Children will line up and come in and out of school through the middle door near the bottom playground (on the other side of Oak Trees classroom)

#### Oak Trees Classroom

- School starts at 8.55am finishes at 3.15pm. Children will line up and come in and out of school through the end door at the very bottom of the playground (on the other side of the school kitchen)

In order to maintain social distancing between classes, parents will be asked to drop their children off at the gate and leave, allowing other parents to do the same and therefore not congesting the playground. **Please do not arrive before 8.50am.** The playground will be supervised from this time by a staff member and all pupils will be asked to go and stand in their designated area on arrival.

Please note that if the restrictions and guidance for schools no longer exists, this will be reviewed in the Autumn term and parents will be notified as soon as possible. In order to ensure safety and make sure all groups can get into school in their 'bubble', it is vital that children arrive at school on time. As the office is extremely busy on a morning, we would like to continue to ask you to call or email on a morning rather than coming into the school building.

### Staffing

I am delighted to share with you staffing information for the forthcoming 2021/2022 academic year. I am sure you will be pleased to know there is minimal change to the current staffing model. Below is information on the Class Teachers for September 2021 as well as the Phase Teaching Assistants and our Supporting Teaching Assistants who support individual children across school.

#### **Acorns Class**

Miss Cooke will remain as the lead practitioner in nursery, and she cannot wait to welcome the new starters. We are currently recruiting for an Early Years specialist teaching assistant to join the team.

### **Conkers Class**

Mrs Bennett and Mrs Bedford will be teaching the reception, Year 1 and 2 children on an equal job share basis, with Mrs Bennett teaching Monday- Wednesday morning and Mrs Bedford teaching Wednesday afternoon-Friday. They are also very excited to welcome the new reception children to the class. Mrs Smith will continue as the General and Higher-level Teaching Assistant and the Supporting Teaching Assistants will be Mrs Peel, Mrs Jacques and Miss Batty. I will be taking on the role as Leader of the Early Years Foundation Stage while Mrs Milson is on maternity leave. We wish Mrs Milson all the very best on a safe arrival of baby Milson #2 and best wishes for a joyful maternity leave.

### **Oak Trees Class.**

Mrs Price remains the teacher for Key Stage 2 with Mrs D'Arcy and Miss Mitchelmore as phase teaching assistants. Miss Mitchelmore is a new addition to the team in this capacity; however, she is familiar with Leavening as she used to teach here some years ago. We are delighted to welcome her back. Mrs Stockill remains our specialist Music and Modern Languages teacher each Friday.

**Office Administration:** Mrs Kemp continues in her role as Office Administrator.

**Midday Supervisors:** Mrs Smith, Mrs Peel, Mrs Jacques, Miss Batty, Mrs D'Arcy and Miss Suter will continue their roles as Midday Supervisors.

**Premises Staff:** Mrs Linda Stockhill will remain in the role of Cleaner and Caretaker.

**School Uniform:** As all pupils should be in full school uniform when they return, the usual expectations will apply in September, including PE Kits. If your child has their ears pierced at the beginning of the holidays, please remove them before returning to school in September. PE: We would like children to remain in their PE kits for their PE days in school as this has saved time during the school day, which has allowed children to spend more time at PE which has been a huge benefit to the children. During the first week in September we will give out a timetable for children, which will clearly state your child's PE days.

**Lunch times:** From September we will continue with the children eating in their bubbles but we will move to the School Hall and children will either stagger their lunch time or will alternate each day between the hall and classroom.

I appreciate parents, particularly our parents who are new to school this year, have not experienced the 'open door' policy we have at Leavening, but I hope you agree that this does not affect the pupil's education or well-being and most importantly is helping us to enable everyone to stay safe. If you would like to speak to your child's teacher about anything, please do not hesitate to contact the office and Susie will happily arrange this for you.

Kind regards,

Sian Mitchell

