



# St Nicolas and St Mary Primary School

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Headteacher Mr A Lincoln BA Hons

Executive Headteacher Mr D Etherton B.Ed Hons. NPQH



Bishop  
Otter  
Academy  
Trust

1st July 2022

Dear Parents and Carers

## **Staffing Arrangements for September 2022-2023**

This letter is to inform you about staffing arrangements for next year. We have also made some exciting staff appointments to cover staff who are leaving.

### **Goodbyes and Thank you!**

We have some fantastic staff who have served us faithfully and well, especially over this last year, some of whom are leaving us and some who are changing roles. It is really hard to say 'goodbye' to staff who leave, however we hope they have fond memories of us and will visit us again soon.

- Mr Dave Butler who will be starting his well-earned retirement.
- Mrs Anna Chattell who is relocating to the South West of England.

### **Class Based Teachers**

Children will have the chance to meet their new teachers on Wednesday 13<sup>th</sup> July. They will be 'moving up' as indicated in the table below.

Every year we consider very carefully whether to mix up the classes in any particular year group. We have decided **NOT** to make changes this year however we will continue to review this on an annual basis.

<b>Current Class (2021-22)</b>	<b>New Class from September 2022</b>	<b>Teachers</b>	<b>Teaching Assistants</b>
-	Nursery – <i>Little Fishes</i>	<b>Mrs Baker &amp; Mrs Wren</b>	<b>Mrs Manns Mrs Murphy Mrs Topping Mrs Matschy Mrs Bucknall</b>
-	Reception – <i>Gray Whale</i>	<b>Miss Fletcher</b>	<b>Mrs Greenhead Mrs Sayers</b>
-	Reception – <i>Blue Whale</i>	<b>Mrs Lazenby &amp; Mrs Baker</b>	<b>Mrs Collins Mrs Sayers</b>
Reception – <i>Blue Whales</i>	Year 1 – <i>Dusky Dolphin</i>	<b>Miss Gallagher</b>	<b>Mrs Cox Mrs Weller</b>
Reception – <i>Gray Whales</i>	Year 1 – <i>Spinner Dolphin</i>	<b>Mrs Crawford</b>	<b>Mrs Bittles Ms Bailey-Morris</b>
Year 1 – <i>Dusky Dolphin</i>	Year 2 – <i>Penguin</i>	<b>Mrs Macdonald &amp; Ms Cleaver</b>	<b>Mrs Bricknell Mrs Fordham</b>
Year 1 – <i>Spinner Dolphin</i>	Year 2 – <i>Puffin</i>	<b>Miss Sinden</b>	<b>Miss Campbell Mrs Hodges Mr Redford</b>
Year 2 – <i>Penguin</i>	Year 3 – <i>Seal</i>	<b>Mr MacAllister</b>	<b>Mrs Gullick Mrs Jackson Ms Jenkins</b>
Year 2 – <i>Puffin</i>	Year 3 – <i>Sea Lion</i>	<b>Mrs Christy &amp; Mrs Stenning</b>	<b>Mrs Akehurst</b>

Year 3 – <i>Sea Lion</i>	Year 4 – <i>Seahorse</i>	<b>Miss Goss &amp; Mrs Batchelor</b>	<b>Mrs Kalka-Bridle</b>
Year 3 – <i>Seal</i>	Year 4 – <i>Sea Otter</i>	<b>Miss Bannier</b>	<b>Ms Emmett</b>
Year 4 – <i>Seahorse</i>	Year 5 – <i>Turtle</i>	<b>Mr Davies</b>	<b>Mr MacGregor Mrs Fenby Miss Baggs</b>
Year 4 – <i>Sea Otter</i>	Year 5 – <i>Terrapin</i>	<b>Miss Smith</b>	<b>Mrs Ringshaw Mrs Horlock</b>
Year 5 – <i>Terrapin</i>	Year 6 – <i>Coral</i>	<b>Mr de Waal</b>	<b>Miss Harvey Mr Giles</b>
Year 5 – <i>Turtle</i>	Year 6 – <i>Oyster</i>	<b>Miss Kite &amp; Mrs Woodman</b>	<b>Mrs Backshall-Wilkinson Mrs Kennard</b>

We are pleased to announce that Miss Baggs and Mrs Gullick will be taking over the role of Sports Leader in September (alongside their continuing roles as Teaching Assistants). They both share Mr Butler's passion for sport and we look forward to continued sporting success next year.

### **Additional teaching and learning staff**

All teachers are entitled to planning, preparation and assessment time. This is largely covered by other members of staff including Miss Warburton (Years 1-6).

Our Teaching Assistants (TAs) play a key role in the life of our school. They are deployed according to the needs of children which may vary over the year.

We also have a fantastic team of supply and part time teachers who have worked part time in our school over the last year and will continue to next year. They know our school and the children well. A big thank to Mrs Hogan and our other supply teachers who have worked with the children this year.

### **Phase Leaders**

Our Phase Leaders help lead and coordinate one or two year groups each:

- Early Years Leader (Reception) – Mrs Wren/Mrs Lazenby
- Key Stage 1 (Years 1 and 2) – Mrs Macdonald
- Lower Key Stage 2 (Years 3 and 4) – Miss Kite
- Upper Key Stage 2 (Years 5 and 6) – Mr de Waal
- Curriculum Leader- Mrs Woodman

### **Senior Leadership Team (SLT)**

Our present Senior Leadership Team will continue next year:

- Mr Lincoln – Headteacher
- Mr Etherton – Executive Headteacher & CEO Bishop Otter Academy Trust
- Miss Wing – Deputy Headteacher (Inclusion)
- Mrs Bishop – Assistant Headteacher (Teaching and Learning)
- Mrs Cooke – School Business Manager & CFO Bishop Otter Academy Trust

### **Home School Link Workers and Pastoral Support**

Our inclusion and pastoral support team continue to do a fantastic job working closely with children and families. For more information about how they can support you please visit our website:

<http://www.stnicolasmary.w-sussex.sch.uk/page/?title=Home+School+Link+Workers&pid=148>

**Further Information:**

**Meet the Teacher Meetings**

For the first time since 2019, I am very pleased to share that our 'Meet the Teacher' meetings will be taking place live in school over the next 2 weeks (*Dates below- The year groups relate to the year group your child be part of in September 2022*):

During the meetings (**which will take place in the Small Hall**); Teaching staff that are not in that days meetings will be available to supervise the children on the fir tree playground- We kindly ask that children are collected straight after your meeting with the teachers.

- Tuesday 12<sup>th</sup> July- Meet the Teacher **Year 5** [3.20 – 3.40pm] and **Year 6** [3.45 – 4.05pm]
- Wednesday 13<sup>th</sup> July- Meet the Teacher **Year 3** [3.20 – 3.40pm] and **Year 4** [3.45 – 4.05pm]
- Thursday 14<sup>th</sup> July- Meet the Teacher **Year 1** [3.15 – 3.35pm] and **Year 2** [3.40 – 4.00pm]

In addition, a 'Meet the Headteacher' will be uploaded to the school website – we will let you know when they are available to view.

Yours sincerely

Andy Lincoln  
Headteacher