



St Nicolas and St Mary Primary School

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Headteacher Mr A Lincoln BA Hons



Bishop
Otter
Academy
Trust

10th July 2024

Dear Parents and Carers

Staffing Arrangements for September 2024-2025

This letter is to inform you about staffing arrangements for next year.

Goodbyes and Thank you!

We recently sent you a letter about Mr Etherton and Miss Wing who are moving on at the end of this term but we also have some other fantastic staff who are leaving for a variety of reasons. They have all served us faithfully, especially over this last year. It is really hard to say 'goodbye' to staff, however we hope they have fond memories of us and will visit us again soon.

- Miss Chloe Fletcher, after 6 years with us, is taking on a new exciting teaching adventure in Latvia. Miss Fletcher has been a fantastic teacher and we wish her all the very best for the future.
- Miss Lillie Smith is going to be getting married this August (Congratulations!) Following this she will be working with her husband at their local church. We wish them both a very happy future together.
- We thank our wonderful TAs who are moving on at the end of this term: Mrs Christie, Mrs Crane, Mr Giles, Miss Harvey, Mrs Jackson, Miss Prior, Mrs Purser, Mrs Sayers, Miss Simmons and Miss Webb.
- Mrs MacDonald is expecting her second child and will begin her maternity leave at the start of September. We wish the whole family all the best and look forward to Mrs MacDonald's return in September 2025.

Welcome

We are pleased to share that two new members of staff will be joining our fantastic teaching team:

- Mrs Wainwright is joining us as our new Full Time Reception Gray Whale Class Teacher.
- Miss Freeman is joining us as our new Full Time Year 5 Terrapin Class Teacher.

Class Based Teachers

Children will have the chance to meet their new teachers on Wednesday 17th 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. This year we took decision to re-organise our Year 1 and Year 2 year groups. For the other year groups we have decided **NOT** to make changes this year however we will continue to review this on an annual basis.

Current Class (2023-24)	New Class from Sept 2024	Teachers
-	Nursery – <i>Little Fishes</i>	Mrs Allier & Ms Baker
-	Reception – <i>Gray Whale</i>	Mrs Wainwright
-	Reception – <i>Blue Whale</i>	Mrs Wren & Mrs Lazenby
Reception – <i>Gray Whale</i>	Year 1 – <i>Dusky Dolphin</i>	Miss Gallagher & Ms Cleaver
Reception – <i>Blue Whale</i>	Year 1 – <i>Spinner Dolphin</i>	Mrs Bannier
Year 1 – <i>Spinner/Dusky Dolphin</i>	Year 2 – <i>Penguin</i>	Ms Cleaver & Mrs Westcott
Year 1 – <i>Dusky/Spinner Dolphin</i>	Year 2 – <i>Puffin</i>	Miss Sinden
Year 2 – <i>Penguin/Puffin</i>	Year 3 – <i>Seal</i>	Mr MacAllister
Year 2 – <i>Puffin/Penguin</i>	Year 3 – <i>Sea Lion</i>	Mrs Christy & Mrs Batchelor
Year 3 – <i>Seal</i>	Year 4 – <i>Seahorse</i>	Miss Goss & Miss Wells

Year 3 – Sea Lion	Year 4 – Sea Otter	Mrs Crawford
Year 4 – Sea Otter	Year 5 – Turtle	Mr Davies
Year 4 – Seahorse	Year 5 – Terrapin	Miss Freeman
Year 5 – Terrapin	Year 6 – Coral	Mr de Waal
Year 5 – Turtle	Year 6 – Oyster	Mrs Stenning & Mrs Woodman

We are very pleased that both Miss Baggs and Mrs Gullick will be able to continue in their roles of Co-Sports Leaders next academic 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 Mrs Gullick, Mrs Bridle, Mrs Ellis and teachers taking on additional hours.

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.

Senior Leadership Team (SLT)

Our Senior Leadership Team for next year will be:

- Mr Lincoln – Headteacher
- Dr Bishop – Deputy Headteacher (Inclusion)
- Mrs Woodman – Assistant Headteacher (Teaching and Learning)
- Mrs Cooke – School Business Manager & CFO Bishop Otter Academy Trust

Inclusion/Pastoral Support and Home School Link Worker

Mrs Masters (Assistant SENCO) and Mrs Collins (Home School Link Worker) 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>

Meet the Teacher Meetings

We will be holding our 'Meet the Teacher' meetings in the Small Hall next week (*dates below – the year groups relate to the year group your child will be in from September 2024*):

- Monday 15th July – Meet the Teacher **Year 3** [3.25 – 3.45pm] and **Year 4** [3.50 – 4.10pm]
- Tuesday 16th July – Meet the Teacher **Year 6** [3.25 – 3.45pm]
- Thursday 18th July – Meet the Teacher **Year 1** [3.25 – 3.45pm] and **Year 2** [3.50 – 4.10pm]
- Friday 19th July – Meet the Teacher **Year 5** [3.25 – 3.45pm]

During the meetings, other teaching staff will be available to supervise the children – please pick your children up as normal and then take them to the Cherry Tree playground. We kindly ask that children are collected straight after your meeting with the teachers.

In addition, a PowerPoint presentation of key information for each year group will be shared with parents before the end of term – we hope this will be useful for any parents unable to attend the above meetings.

Yours sincerely

Andy Lincoln
Headteacher