

ST. JAMES' C.E. PRIMARY SCHOOL, COLDWALTHAM

with Chuckleberries Pre School



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Executive Headteacher: Mrs Lizzie Martin

Operations Director: Mrs Nicky Kirby

Inclusion Manager: Mrs Lucy Brownbill

Enabling every child to thrive and succeed

4th June 2024

Dear Parents/Carers,

Welcome back! It seems quite unbelievable that we are into the last half-term of the academic year! We hope that you are well and had a pleasant half-term.

Class Structure and Staffing

Thank you for your patience whilst we have been confirming the class and staffing arrangements for the coming academic year; it has been greatly appreciated. We are pleased that we can now confirm our new three-class structure which will be:

- Penguins and Rhinos: Reception and Years 1 and 2 – Mrs Douse
- Elephants: Years 3 and 4 – Mrs Holt
- Jaguars: Years 5 and 6 – Mrs Parker

Support staff will continue to be timetabled to work across all our classes, to ensure children build strong professional relationships with a range of staff. This has been very successful this year, with children feeling comfortable and confident to work and talk with a range of trusted adults. This is key to supporting their social and emotional development, as well as their learning. We will ensure the Penguins and Rhinos class have a Teaching Assistant supporting them every day.

We are incredibly sad to be saying goodbye to Miss Sheikh and Mrs Turner who have been an incredible part of the St. James' team for the last two years. Their contribution to the teaching and learning within the school has been invaluable and they are going to be very much missed, not just as professionals but as friends. We are delighted to say that both teachers have secured jobs at other schools for the new academic year; they will be true assets in their new places of work.

Classrooms

We are pleased to confirm the following:

- Penguins and Rhinos will utilise both the current Penguins' and Jaguars' classroom, along with the outside area between these classrooms. This provides a wonderful, large space to facilitate indoor and outdoor continuous provision, as well as a structured area for more formal learning.
- Jaguars will move to the outside classroom, giving them easy access to utilise the outdoors in their learning.
- Elephants will remain in the current classroom, which Mrs. Holt has made very cosy and inviting.

Transition days will take place during this half-term for the children to experience their new classrooms with their new teachers; more details will follow about these days.



New Inclusion Manager

As you are aware, Mrs Brownbill, our Inclusion Manager, will be leaving at the end of the academic year. Following a very competitive and rigorous recruitment process, we are thrilled to announce that Mrs Jo Eyre has been appointed as her replacement. Mrs Eyre is well known to St. James', having worked here many times as supply cover; some of you may remember Mrs Eyre from when she worked alongside me during my time as Head of School at St. James.

Mrs Eyre is a highly experienced teacher with a wealth of knowledge and skills that she will bring to the role of Inclusion Manager. We are very excited to welcome her to the Arun Villages Federation team; she will work closely with Mrs Brownbill over the coming weeks, to ensure a strong transition takes place.

We will be holding our next Parents' Forum on **Wednesday 12th June at 2.45pm** where you will have the opportunity to meet Mrs Eyre over a cup of tea and coffee and some cake! She is very much looking forward to getting to know all of you.

If you have any questions or concerns, please email the Office marking the email for my attention. I very much appreciate your support, encouragement and understanding during this time of transition for the school. Please be reassured that we are all working hard to help the children feel prepared and excited for the new academic year and all the learning and adventure it will hold!

Kindest regards,



Mrs Lizzie Martin
Executive Headteacher
Arun Villages Federation
Amberley CE Primary School and St James' CE Primary School, Coldwaltham