

 ***Aim High....Fly High***

3rd July 2020

Dear Parents/Carers,

I am writing to let you know about the arrangements and organisation of classes from September 2020. As you know, over recent years, the number of children joining us in Reception has fluctuated – some years we have over 30 children and other years there are far fewer. As these different sized year groups move through the school, we give very careful consideration to class formation. This year we are also subject to directives that are put in place around Covid-19 and we are currently analysing the government guidance for full opening of schools.

**Reception / Key Stage 1**

This year, class organisation for our younger children is as follows:

* one Reception class (Sheldrakes) with Mrs Shannon and a new maternity cover teaching assistant
* one Year 1 class (Puffins) with Miss Pugh and Mrs Barnard
* one Year 2 class (Finches) with Mrs Frere (KS1 Lead) and Mrs Ong/Miss Neale

In Key Stage 1, class sizes are capped at 30 children by The School Admissions (Infant Class Sizes) (England) Regulations 2012. This year, all year groups have less than 30 children.

Each Key Stage 1 class will have a teaching assistant or higher level teaching assistant in the mornings. Reception will have a full time teaching assistant.

We have reorganised classrooms to enable all 3 classes to be taught at one end of the school. Year 2 will be based in the old Daffodils classroom and Year 1 will be in the former Lapwings classroom.

**Key Stage 2**

There is no regulation limiting class sizes in Key Stage 2 and our bigger year groups are now just in this key stage. The number of children in each year group from September ranges from 29 to 34 so mixing the year groups, as we have done in the past, will have little impact on class sizes. Therefore, all children will be taught in their year group.

The organisation is as follows;

* Year 3 (Blackbirds) with Mr Butler, Miss Blesic and Mrs Baker
* Year 4 (Wrens) with Mr Walker (KS2 Lead) and Mrs Holby
* Year 5 (Hawks) with Miss Hobbs, Mrs Ranasinghe and Mrs Bole
* Year 6 (Skylarks) with Miss Medley/Mrs Johnston and Mrs Clarke

Blackbirds will be based in the former Puffins classroom. Other teachers remain in the classrooms they were in this year.

Year 3 and Year 5 are our bigger year groups so, as well as the class teacher, there will be a higher level teaching assistant in class all day and a class teaching assistant in the mornings. By having 3 adults in the classroom for the teaching of maths and English, children will benefit from additional adult support and the opportunity to work in smaller groups. As well as the learning bays and group rooms in Key Stage 2, there is now a spare classroom that can be used for larger groups of children to work in.

**Transition**

Teachers will be emailing a transition activity to their new classes next week so that they can start getting to know each child. They will also invite their new class to a TEAMs meeting week commencing 13th July – timetable attached.

Current teachers will have a comprehensive handover with the next class teacher before the end of term. If you would like to speak to your new class teacher, please book a telephone call via the office.

I am also sending a link to a questionnaire which gives you the opportunity to provide details about how your child has managed during school closure and your responses will help us to plan for September.

<https://docs.google.com/forms/d/e/1FAIpQLSdUJQ4YyaKy-cOuT0rAdFmbiY62egrqnORPlnSobDm5LHQ08Q/viewform>

All teachers are entitled to half a day out of the classroom for PPA time (Planning, Preparation and Assessment). We are currently organising this in line with government guidance for full opening of schools.

If you have any queries about these arrangements, do please get in touch with me.

Kind regards

Mrs.Suzanne Blackburne-Maze

Headteacher

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