



Monksmoor Park CE Primary School

Headteacher: Mrs Katie Towers

14th June 2024

Dear Parents and Carers

As we move swiftly through the last term of this academic year, our attention begins to turn to arrangements for next year. As a growing school, we recruit a number of new staff each year and I am pleased to say this year's recruitment is nearly complete. We will be welcoming two new teachers to our team in Key Stage 2, Mrs Otway and Mrs Bell.

I am sorry to announce that Mr Cooper has taken the decision to leave Monksmoor and focus on his family. He will be a huge loss to the school, both as a teacher and a SENDCo. We are currently finalising plans for our new SENDCo and I will update you as soon as I can.

Leadership

We have been fortunate to have the skill and experience of Mr Gatehouse and Mrs Ellison as Key stage leaders over the past few years. However, as we move into our 7th year, with a full school in September, we are changing our leadership structure. Mrs Otway will join as our new Deputy Headteacher and Mrs Ellison and Mr Gatehouse will remain as senior teachers, rather than Key Stage Leaders. I will send further information in the new year to clarify everyone's roles and responsibilities to ensure you know who to contact if you have any queries.

Transition mornings

To support a smooth transition for all children, we will be holding three transition mornings:

Friday 28th June

Friday 5th July

Friday 12th July

On these dates, children should come to their new classroom door in the morning and they will be greeted by their new teacher. They will then swap back at lunchtime so please collect from their current class at the end of day.

We would also like to invite parents to meet their child's new teacher. On Friday 12th July, teachers will be in their classrooms after school until 5pm. Please do pop along at any time to meet them and ask any questions you may have. Each teacher will produce a leaflet for you to explain some of the expectations of their new class. This will be available on this transition evening. Please note, Year 4 (current Year 3) will have their transition evening on Friday 5th July, 3:30 – 5pm due to the availability of Mrs Bell.



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To confirm, Year 4 will continue with their swimming lessons on the Friday morning.

You will see, on the following page, Mr Gatehouse will move with the current Year 5s to Year 6. Mr Gatehouse will still be available to meet with parents on the 12th July after school to answer any questions you may have about the curriculum and expectations for Year 6.

SEND Transition

If your child has additional needs, we will speak with you about the support that will be in place for them next year. They will receive a social story to help prepare them for the change and they will spend additional time with their current 1:1 talking about the changes that will take place.

Over the coming weeks, staff will complete your child's written annual report. These will be printed and sent home to you on Friday 12th July. To ensure a smooth transition for every child, teachers have been given dedicated time, during staff meetings, to handover to receiving colleagues all relevant information that will provide a great start to the new academic year.

We do hope that these arrangements will ensure children are excited and prepared for the new school year and that parents have an opportunity to meet new teachers and ask any questions.

Yours sincerely

Katie Towers
Headteacher



Classroom Staffing 2024/25

Nursery

Ian Margieson	Nursery teacher
Becky Reeve	EYFS practitioner
Mel Thornhill	Teaching Assistant

Reception

Sian Ellison	Senior Teacher (EYFS Leader, DDSL)
Lynda Davis	Teaching Assistant (Cover teacher)

Year 1

Becky Haywood (3 days)	Teacher (Maths & PE Lead)
Emma Williams (2 days)	Teacher (RE Lead)

Year 2

Amy Hornett (4 days)	Teacher (English Lead)
Tracy Brock (1 day)	Cover teacher

Gemma George	KS1 teaching assistant
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Year 3

Jenny Munro	Teacher
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Year 4

Sarah Bell	Teacher
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Year 5

Vicki Otway	Teacher (Deputy Headteacher)
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Year 6

Steve Gatehouse	Senior Teacher (Behaviour, computing)
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Forest School

Jo Copland	Teacher
Dawn Ronnie	Level 2 qualified