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Dear Parents/Carers, 18th June 2018

**Staffing changes and Structure for new School year**

I am writing to outline the staffing and class structures for next academic year and also to inform you of our planned ‘Move up morning’ which will give the children a taste of their new classes in September and support the transition process.

Firstly, I need to inform you that we will be very sad to lose Miss Buckley, one of our TAs in Kwilkyn Class as she is transferring to another school at the end of this week. We are sure you will join us in thanking her for her hard work in Kwilkyn and throughout the school during her time with us and wish her luck in her new role.

We are also going to be having a change in the EYFS Class as Miss Goodall is transferring to Veryan in September to take on the role of Senior Teacher as well as leading their EYFS and Year 1 class. We are very sorry to be saying goodbye but wish her the best of luck in her new role.

We are, however, delighted to inform you that we have a new teacher to join our school and lead the EYFS. Mrs Hayes will be joining us and will teach in Pedrevan Class from Monday to Wednesday and Ms Jarrett will be leading on Thursdays and Fridays. Mrs Hayes is currently leading the EYFS at Ladock School and will be a positive addition to our staff.

On Tuesday 3rd July we will be holding a ‘move up morning’ throughout the school. Our Year 6 children will be out at their Roseland taster day and so we will use this opportunity to give the Nursery-Year 5 children a taste of their new classrooms, new routines and new teachers in readiness for September.

Mrs Hayes will be in the EYFS playground before school to meet parents and children on move up day on Tuesday 3rd July.

At present the class structure will remain the same as it is currently:

Pedrevan class: Nursery & Reception – Mrs Hayes and Ms Jarrett

Lostledan class: Years 1, 2 & 3 - Miss Molden

Kwilkyn class: Years 4, 5 & 6 - Mrs Tringham

We hope this experience will be fun and enjoyable for all the children and help them familiarise themselves with some of the new experiences they may encounter when they join or move through the school in September.

If you have any concerns about the day or September class structures then please request an appointment at the school office to discuss these with me.

Thank you for your continued support.

Yours sincerely

Caroline Jarrett  
Head of School