



## Hanley St Luke's C of E (Aided) Primary

Head Teacher: Mrs L Williamson

Telephone: 01782 234390/1 Email: [office@hanleystlukes.com](mailto:office@hanleystlukes.com)

Website: [www.hanleystlukes.com](http://www.hanleystlukes.com)

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Dear Parents and Carers,

### Staffing Changes in Nursery, Reception and KS1

You will probably be aware that both Mrs Clewes (Deputy Head) and Miss James (Reception Class Teacher) are currently on maternity leave and due to return to school after the Easter holidays at which point Mrs Razzaq's maternity cover contract in our nursery comes to an end. Mrs Clarke (Y4 Teacher) is also on maternity leave but is not due to return towards the end of the Summer term and Mr Mincher will remain with us until the end of the school year.

As Miss James is an experienced Reception class teacher, she will be replacing Miss Ziemann as RL's class teacher for the summer term so that Miss Ziemann, an Assistant Head and Early Years Coordinator, can lead the Nursery and continue to oversee the whole Foundation Stage. This will benefit our Nursery and Reception children greatly as we seek to further enhance the provision we offer across these crucial early years of child development. However, as Miss Zeimann currently works 4 days only, Miss Razzaq has agreed to provide the additional cover in the Nursery during the summer term which will support a smooth transition for pupils, staff and parents. Miss Razzaq has been a much valued member of our team and we are delighted she can stay with us for a little longer to see the Nursery children complete their year - thank you Miss Razzaq! These changes mean that Mrs Giannasi will continue to be one of our regular and valued supply teachers in school but will not be routinely covering Fridays in RL as Miss James is a full time teacher so this is unnecessary. I am sure you will continue to see Mrs Giannasi around school as she covers for teacher absence and non- contact time and I thank her for the super job she does for us.

An unexpected staffing development in addition to the known maternity leaves, is that Mrs Ray (2L's Class Teacher), has very recently secured a promotion at another school. She also takes up her new position after the Easter holidays. Mrs Ray is an excellent class teacher and I am sure you would wish to join me in congratulating her on her promotion and wishing her every success in her future career. Miss Hirst, one of our existing Year 2 team, will become the class teacher for the summer term, which will again be an easy transition for the children as she already regularly teachers the children. Mrs Clewes will not be assigned to a particular class for the summer term and will therefore be able to offer additional support across the Key Stage to ensure that all our existing interventions and support groups can continue as normal.

I am sure you appreciate that maternity leave and staff advancement are part and parcel of busy school life and will always necessitate some changes but you can rest assured that it will be 'business as usual' for teaching and learning with staff already working together to plan for the summer term. If you do have any questions regarding these changes, please do not hesitate to speak to either me or Miss Ziemann.

Yours sincerely,

Mrs Lynne Williamson  
Headteacher