



Ref: Year IC

Wednesday, 15th February 2023

Dear Parents/Carers,

I am writing to inform you that Mrs Clarke will be going on maternity leave starting from Monday, 27th February and to share the plans for Year IC after half term.

During her absence and until the end of the academic year, we have carefully planned for the continuity of your child's education with current St Alban's staff who already know your children. Your child's education and well-being remain our top priority, which is why we have decided to deploy staff, who are familiar to the class, to work with them. We have taken the decision to create a team around Year IC, in order to help them continue making the progress that Mrs Clarke has enabled up to this point in the year.

The team working around Year IC are Miss Leatham, Mrs Johnson, Mrs Royle and Mrs O'Toole, as well as the usual Key Stage I staff. Your points of contact will be Miss Leatham or Mrs Johnson should you have any questions or queries in relation to your child and their learning. Please catch them on the gate, on the door or using Class Dojo from Monday, 27th February onwards.

I'd like to thank Mrs Clarke for the work she has put into hand over so that all staff involved in teaching Year IC for the rest of the academic year are aware of pupils' strengths and needs, as well as the class routines. This work will make this transition as smooth as possible. Although there may be some changes to the timetable (which happens at various points in the academic year anyway) there will be no changes to the intended curriculum or how pupils are taught. In addition, if we notice that any pupils are struggling with the change from Mrs Clarke to the team around Year IC, we will ensure they receive the support they need.

If you have any questions about any of this, please let me know and I will feed responses back to parents and the Key Stage I team before half term.

Thank you all for your support with this. Needless to say that we are all very excited for Mrs Clarke and her family. I'm sure you'll join us in wishing Mrs Clarke the best maternity leave possible, safe in the knowledge that there is a team around Year IC, who will continue supporting the pupils that she has had such an impact on.

With best wishes,

Mr T Brogan

Headteacher



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NOTTINGHAM

St. Alban's Catholic Voluntary Academy
Newstead Avenue, Chaddesden, Derby, DE216NU
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Company Number 7937154



**St Ralph
Sherwin**
Catholic Multi Academy Trust



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