



**Dear Parents/Carers,**

**Staffing:**

While we continue to pray for the safe delivery of Mrs Graham and Miss Cameron's babies, we would like to share our staffing list for next year.

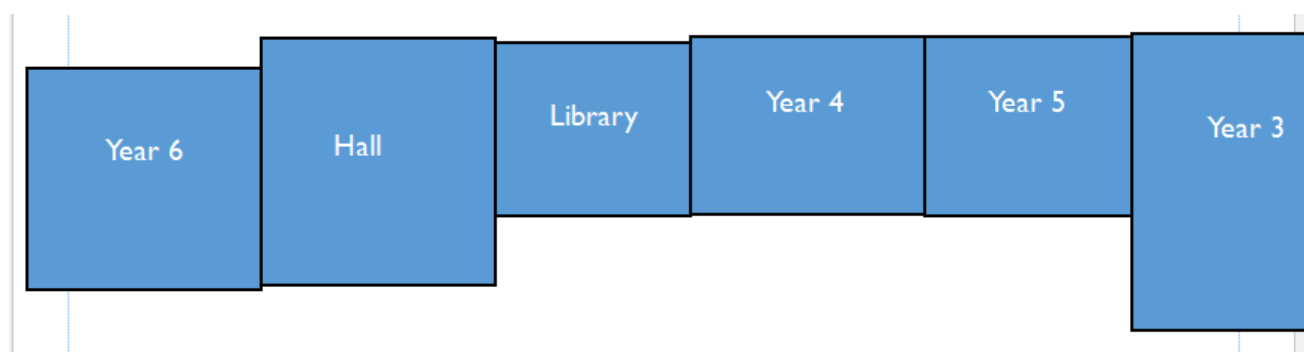
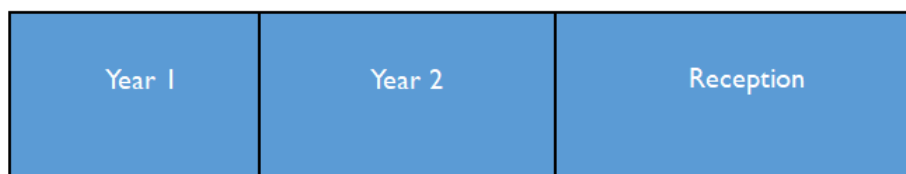
Firstly, we would like to thank Mrs Prior for her dedication and commitment to St. Joseph's. From September 2023, she will be taking up a post in another school in the Bishop Wilkinson Catholic Education Trust and we know that she will be a terrific asset in her new role!

We are delighted to announce that we have appointed Miss Broadbent to St. Joseph's as our Year 1 teacher and she is eager to get started and to meet you all. She brings a fantastic skill set to our schools. Additionally, Mr Stephenson will also be continuing to work with us. The teaching staff are very experienced – it is highly unusual for a school to have four fully qualified and trained SENCOs! We are delighted to be able to offer this level of support and look forward to continuing to work with all of our families in due course.

Mrs Swaddle Executive Headteacher Designated Safeguarding Lead/SENCO	
Year 6	Mrs Maddock (Acting DHT) Designated Safeguarding Lead/SENCO
Year 5	Mr Stephenson
Year 4	Mrs Snaith SENCO Support
Year 3	Miss Fraser
Year 2	Mrs Peacock (Acting AHT) Designated Safeguarding Lead/SENCO
Year 1	Miss Broadbent
Reception	Miss Maggiore

**School Layout:**

We have differing classroom sizes and layouts within the two schools. Therefore, as we enter the academic year of 2023/2024, we are going use this to our advantage to maximise the classroom space dependent upon the number of pupils in each cohort, which ranges from 17 to 30 pupils.



## Transition Information Handover:



We recognise that parents really value an opportunity to communicate their child's strengths, extra-curricular activities and areas of difficulty to their child's new class teacher - and we want to assure you that we equally value this information.

In order to help us to prepare for a fantastic start to the academic year of 2023 - 2024, we would like to invite you to complete this short Microsoft Form to support your child's transition as they move into a new year group. We also know that some parents/carers like to communicate new or updated medical information to the next class teacher and hope that this is an easy and effective way to help you to continue to liaise with us.

Please note that we will still continue to share information with teachers in the usual way (e.g. official medical registers/SEND registers) – but appreciate that some parents may wish to reiterate some of their child's 'headlines' to their child's new teacher (e.g. dates of last NHS clinical appointments and outcomes – or latest family situations).

**To help us to prepare for September 2023 transition – we ask you to complete a short Microsoft Form by clicking the link or via scanning the QR code above by Friday 30<sup>th</sup> June:**  
<https://forms.office.com/e/EusKIMmbHE>

Many thanks in advance for your understanding and support as we try to make transition into September 2023 as smooth as possible.

Yours sincerely,

Mrs K. Swaddle.  
Executive Headteacher