



13 December 2021

Dear Parents / Carers,

We would like to inform you of some staffing changes at Park Mead.

Miss Wells will be leaving Park Mead at the end of this term. Her last day will be Friday 17 December. We are sad to see her go, but she has aspirations to be a Nursery Manager and an opportunity has arisen for her to gain further experience towards this goal. Miss Wells has worked at Park Mead since 2018 and we would like to thank her for being such a kind, nurturing and professional member of staff.

We appreciate that changes in staffing arrangements may feel unsettling for some parents and children, but please be reassured that any developments within the Willows staffing team will be managed effectively and sensitively in order for your child to feel safe, settled and make progress. We have liaised with our Governing Body so they are fully aware and supportive of these changes.

In order to provide consistency in Willows class, Mrs Mateides (already familiar to the children) will be the full time learning mentor from January. Mrs Mateides is a highly skilled and nurturing member of the Park Mead team. She will be an excellent asset to Willows and able to provide the best provision and early support essential in our Reception setting.

We would also like to remind you of the previous information provided about the teacher arrangements for Willows class from January onwards.

Mrs Cload will continue to teach 3 days a week (Monday–Wednesday) with Mrs Foot teaching for 2 days a week until the end of February (Thursday & Friday). Mrs Foot and Mrs Cload have previously worked closely together teaching the EYFS class at Park Mead. Mrs Foot is already familiar with Willows pupils and will be available at the following times for parents/carers for a meet and greet at the gate.

To support transition, we would like you to have the opportunity to meet Mrs Mateides and Mrs Foot. They will be available at the gate during morning drop off and afternoon pick up on the following days:

- Tuesday 14 December
- Wednesday 15 December
- Thursday 16 December



Mrs Healy will be joining the Park Mead EYFS team from March–July 2022, teaching for 2 days (Thursday & Friday). Mrs Healy is a very experienced teacher and has worked across the other Pioneer schools for many years. We will arrange for Mrs Healy to come into school in the New Year for a full handover before she transitions into the new role and for children and parents to have a meet and greet session. We will let you know the dates in the New Year.

As always, we are available to meet with parents individually if you have any questions. If you would like to meet with us, please make an appointment via Mrs Davidson or come and see us at the beginning or end of the day.

Yours sincerely,



Mr James Procter
Executive Headteacher



Mrs Heidi West
Head of School



Mr Alan Brundle
Chair of Govenors