

West Sussex County Council
SOUTHBOURNE INFANT SCHOOL
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Headteacher: Mrs. L. Whiffin, BEd (Hons)

19th June 2023

Dear Parents/Carers

I am writing to you to inform you of our staffing plan for the academic year September 2023 – July 2024. We will sadly be saying goodbye to Mrs McErlean who has been deputy headteacher for 12 years, and Mrs Wingham who has been a teaching assistant for 16 years. We thank both of these members of staff for their commitment and hard work at Southbourne Infants and wish them well in their next adventure.

Next academic year the **Senior Leadership Team** will consist of:

Mrs Whiffin – Headteacher and Safeguarding Lead
Mrs DeJong – Assistant Headteacher and Early Years Lead,
Mrs Sherlock – Senco

Staffing for the classes are below:

	Class Teachers	Teaching Assistant
Rabbits Class	Mrs DeJong (Monday and Tuesday) and Mrs Baird (Wednesday, Thursday and Friday)	Mrs Magneson
Foxes Class	Mrs Clarke	Mrs Richards
Hedgehogs Class	Mrs O’Dea	Mrs Sinclair and Mrs Gorman
Owls Class	Mrs Miller (Monday, Tuesday and Wednesday) and Mrs Sherlock (Thursday and Friday)	Mrs Kerwood and Mrs Kearsey
Badgers Class	Mrs Brown	Mrs Vallins
Squirrels Class	Mrs Riggs (Monday, Tuesday and Wednesday) and Mr Rogers (Thursday and Friday)	Mrs Cooper

We have made the decision that this year the **year 1 classes will not be** remixed for year 2 and they will remain in their current class groups. **Owls Class will move to become Squirrels Class and Hedgehog Class will move to become Badgers Class.**

Our current **reception classes will be mixed for year 1** and we will send you details of which class your child is in by the end of this week, this will give you time to talk to your children about their new classes.

As part of our transition programme, the children will spend time in their new classes with their new class teacher/s and teaching assistants. The official transition day is on **Wednesday 5th July**, this is when

the will spend all day in their new classrooms. The children will also be with their new classes groups for other activities during the last few weeks of term to ensure they are fully supported and ready for September.

Year 2 children will be starting their transition program at the junior school this week. Here are some of the key dates again:

Thursday 22nd June - Meet a 'Buddy'
Friday 30th June - Join Junior Assembly
Wednesday 5th July - Whole School Transition Day
Monday 10th July - Watch dress rehearsal Junior Production
Wednesday 12th July - Lunchtime play at Juniors

There is a **welcome meeting** for parents at the Junior school on either **Tuesday 20th June @ 9.10am** or **Wednesday 21st June @ 5.30pm**. At this meeting the arrangements for the transition day will be explained, Please note the **year 2** children will need a **packed lunch** on transition day.

Best Wishes
Mrs Lucy Whiffin