LONG MEAD
COMMUNITY PRIMARY SCHOOL
Waveney Road, TONBRIDGE, Kent TN10 3JU
Telephone: (01732) 350601
Head of School: Miss E Alexander

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FEDERATION

Tuesday 4 October 2022

Dear Families,

I am thrilled to share with you and your children the news that my partner and I are expecting our first baby in the middle of February next year. This is, of course, a really exciting change for us and in addition will also mean that adaptations will need to be made to life in school until my intended return later in the year. We have thought very carefully about how this will be managed so that the impact on the children and the smooth running of the school is minimal.

Whilst I am on maternity leave, Mrs Follows will be taking on the role of Acting Head of School, with the support of Mrs Collison who will be assuming the role of Acting Deputy Head of School. Both teachers will remain teaching in their respective classes during this time, as well as having time out of class to continue to support the teaching and learning across the school.

I am pleased also to say that they will be supported by the wonderful team we have here at Long Mead who will work hard to maintain the open-door policy that we are proud of. Consequently, the same system will be in place as happens currently should you have any questions or concerns. Firstly, please speak to your child's class teacher followed by the most appropriate of the following people including Mrs Follows and Mrs Collison and according to your need:

Pre-school and Reception: Mrs Hooper our EYFS leader

Special Educational Needs and Disabilities: Mr Bargery our SENCO

Safeguarding: Mrs Wilson, Mr Bargery, Mrs Follows and Mrs Dann

Office: Mrs Dann and Mrs Anstead

Please be assured that in the period leading up to my maternity leave, I will continue to be available to answer your questions or concerns, and will be working hard to ensure that Long Mead school has a successful and happy year, embracing the change that it will face this year.

Kind regards,

EAlexander

Miss E Alexander
Head of School