

Olveston CEVC Primary School  
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Head Teacher: Miss F. Bertham



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*Lifelong learning, striving for excellence*

Friday 20<sup>th</sup> June 2008

Dear Parents/Carers,

The school year seems to pass so quickly! We are now beginning to plan for September 2008 and would like to share with you, the staffing organisation. I am pleased to announce, that after open competition, Mrs Luke has been awarded the permanent post of Deputy Head. She will be sharing teaching responsibilities with Mrs French in Year 2 for half the week and using the second half of the week for leadership responsibilities.

I am also pleased to announce that Miss West and Mrs Moore, who were on temporary contracts have now become permanent members of our staff team. Mrs Moore will continue to be responsible for Special Educational Needs across the school. Mrs Vizard and Miss West will have additional leadership responsibilities from September and will be part of the Senior Leadership Team. I am very much looking forward to working with the leadership team, staff, children, parents and Governors as we build on this year's successes.

Please find below, a list highlighting the year group each teacher will be responsible for.

Reception: Mrs Woodward (Mon, Tues, Wed) & Mrs Edwards (Thurs, Fri)

Year 1: Mrs Moore

Year 2: Mrs Luke (Mon, Tues, Wed am) Mrs French (Wed pm, Thurs, Fri)

Year 3: Miss Plews

Year 4: Mrs Vizard

Year 5: Mr Bonney

Year 6: Miss West

In July, the children will have an opportunity to spend some time in their new classroom and meet their class teacher. In September, parents will be invited to join us for 'Year Ahead' meetings. I would like to take this opportunity to thank all parents for their continued help and support in making Olveston such a special school. I look forward to working with you all in the next academic year.

Yours sincerely,

Miss F. Bertham (Head Teacher)