



Thursday 21<sup>st</sup> March, 2024

Dear Parents and Carers,

As you may be aware we are looking forward to two imminent new members of the Kingstone family, as Miss Chamberlain and Miss Smith are both approaching their maternity leave dates! I wanted to update you with how staffing will look like following their departure.

### **Pastoral Lead**

Miss Chamberlain's last day with us is tomorrow and I'm delighted to let you know that Miss Exley has been working hard alongside her to take over this role during her maternity leave. Miss Exley has lots of pastoral experience already in her role as ELSA, and will be brilliant at taking on the wider remit of Pastoral Lead. Please rest assured that a lot of work has gone in to ensuring a smooth transition. With this change, is also an update in Designated Safeguarding Leads. Any safeguarding concerns can now be directed to Mrs Preece, Miss Exley, Miss Nicholas or myself; as always, don't hesitate to ask for clarity on any of these roles and I will be happy to help.

### **Year 1 Teacher**

Miss Smith will be going off on her maternity leave next half term and I am pleased to let you know that Miss Liz Cutter will be joining us to teach Year 1 for the Summer Term.

I know that Miss Smith will be very much missed when she starts her maternity leave, but Miss Cutter and Miss Smith have already started meeting to handover documents, and the children met her today. Miss Smith will be returning for a week after the Easter holidays and will be working alongside Miss Cutter to ensure a smooth transition, alongside the excellent support staff who will continue to provide consistency at this time of change.

We wish both Miss Chamberlain and Miss Smith well during the final stages of their pregnancies, and can wait to meet the new arrivals!

With best wishes,

Elissa Vigus  
Headteacher