



Highwood Primary School,
Fairwater Drive,
Woodley,
READING,
Berkshire.
RG5 3JE

Tel: 0118 926 5493

Head Teacher: Mr M Hickey BA(Ed), PE QTS

10 July 2019

Dear Parents / Carers,

Staffing Structure 2019 – 2020

I am pleased to be able to announce that our staffing structure for next academic year is complete. Recruitment and retention is always a challenge in education, particularly in the South East, but I am delighted to say that we have successfully recruited for the additional capacity we need in September.

Despite, once again, having high levels of staff stability, due to maternity cover, additional classes and additional PPA requirements, we have five new additions to our teaching team:

- Miss Rachael Schlaefli who joins our KS1 team to start her first year of teaching. Miss Schlaefli brings with her great knowledge of working in Early Years, which will help with the transition of our children into Year 1.
- Mrs. Debbie Schofield is an extremely experienced class teacher who has held senior leadership responsibilities in her previous schools. She will be covering one day in Year 1 and then providing PPA cover from Year 1 to Year 3.
- Mrs. Cath Inwards is an experienced teacher who has taught all age ranges in KS2. Having been Maths subject leader in her previous role, she will add great knowledge to our KS2 team and take the lead for our focus on Mental Arithmetic. Mrs. Inwards will cover PPA in Year 3 – Year 6.
- Miss Shakira Whight will join our KS2 team in Year 3. Having previously taught both Year 3 and 4, Miss Whight will be an asset to the middle of our school. She will lead the school for Maths after a phased hand over from Mrs. Vaux.
- Miss Sarah Majer will lead our KS2 team in her role as Assistant Headteacher. Having many years of senior leadership responsibility – with a particular focus on curriculum development – Miss Majer will bring her experience of improving standards in KS2 to add to the progress we, as a school, have made over the last year.

We would also like to welcome Mrs. Taylor, Miss. Burrows, Mrs. Lawrance and Mrs. Darekar who will be joining our support staff and lunchtime teams.

We say goodbye to four members of staff:

Mrs. Smith has been at Highwood since November 2010 and retires at the end of this academic year; Mrs. Leigh is relocating to Dorset after 13 years of service to Highwood. Mrs. Blackall, one of our lunchtime staff is leaving us after 18 years' service and Mrs. Robinson's fixed term contract comes to an end. I would like to thank them all for their contributions to the school and wish them all the best in the future.

Year Group	Class Teacher	Support Staff		PPA cover
		am	pm	
F1	Miss Nunn	Miss Chaudhary Mrs. Vanka Mrs. Alleyne Miss Mair	Miss Chaudhary Mrs. Vanka Mrs. Alleyne Mrs. Bailey Miss Mair	Covered internally by adults within the setting.
F2	Mrs. Perrott (Mon, Tue and Wed)	Mrs. Jones Miss Appleton Miss Walker Miss Rapley Miss Leitch	Miss Appleton Miss Walker Miss Rapley Miss Leitch	Covered internally by adults within the setting.
	Mrs. Stroud (Wed, Thu and Fri)			
F2	Mrs. Parker EYFS and KS1 Assistant Headteacher			
Year 1 – 1S	Miss Schlaefli	Miss Rajput Mrs. Lawrance	Miss Rajput Mrs. Darekar	Mrs. Schofield
Year 1 – 1R	Mrs. Richards: Mon – Thu Mrs. Schofield: Friday	Mrs. Turnbull	Mrs. Shakeel Resource Support*	Mrs. Schofield

Year 2 – 2A	Miss Amor	Mrs. Anil Mrs. Taylor	Mrs. Anil Miss Burrows	Mrs. Schofield
Year 2 – 2W	Mrs. Weir	Mrs. Butler Mrs. Padhi	Mrs. Butler Mrs. Leslie Resource Support*	Mrs. Schofield
Highwood Speech and Language Resource	Mr. Bevan Head of Inclusion Mrs. Godfrey	Mrs. Wright Mrs. Payne Mrs. Jenkins Mrs. Pithiya	Mrs. Wright Mrs. Payne Mrs. Jenkins Mrs. Pithiya	n/a
Year 3 – 3W	Miss Whight	Mrs. De Mesquita	Mrs. De Mesquita Resource Support*	Mrs. Inwards
Year 3 – 3A	Mr. Allaway	Mrs. Chintagunta	Mrs. Chintagunta Resource Support*	Mrs. Schofield
Year 4 – 4P	Mr. Pearce	Mrs. Tindall	Resource Support*	Mrs. Inwards
Year 5 – 5M	Miss Majer KS2 Assistant Headteacher	Mrs. Render Mrs. Haden	Mrs. Haden Resource Support*	Mrs. Inwards
Year 6 – 6R	Mrs. Raines	Mrs. Chaudhary	Mrs. Chaudhary Resource Support*	Mrs. Inwards

Resource Support* - Support will be timetabled for the sessions where the children in our Speech and Language Resource require additional help.

Our 'Moving On' morning (Monday 15th July) will give the children the opportunity to meet their new teachers in their new classrooms. Our new building will be the permanent classrooms for Year 1 (First two classrooms closest to the EYFS area); Year 2 (middle two classrooms) and Year 3 (two classrooms closest to Fairwater Drive.) Year 4 will be in the classroom currently used for Year 4 next to the KS2 library; Year 5 will move into the current Year 6 classroom and Year 6 will move into their new classroom in the building that used to be the SEN Annexe (next to the KS2 quiet area).

Dates for your diaries:

Meet the teacher – Thursday 12th September from 6pm

Year Group Workshops for Parents: 3:30pm – 4:30pm

	Prime Areas of Learning		
F1	Mon 14 th October	Mon 20 th January	Mon 4 th May
	Phonics / Reading	Writing	Maths
F2	Mon 7 th October	Thu 16 th January	Thu 28 th November
	English	Maths	
Year 1	Mon 16 th September	Tue 19 th November	
Year 2	Mon 23 rd September	Tue 19 th November	
Year 3	Thu 3 rd October	Tue 26 th November	
Year 4	Thu 19 th September	Tue 26 th November	
Year 5	Thu 26 th September	Wed 27 th November	
Year 6	Mon 30 th September	Wed 27 th November	

Please make sure you read the Summer Newsletter as the majority of our significant dates will be included, so that parents have as much notice as possible in order to attend.

Thank you for your continued support.

Yours sincerely



Matt Hickey
Headteacher