



All Saints' and St Richard's Church of England Primary School

School Hill, Old Heathfield, East Sussex. TN21 9AE

Tel: (01435) 863466 E-mail: office@assr.e-sussex.sch.uk

www.assr.org.uk

Executive Headteacher: Miss C. Cottingham

Head of School: Mr G. Davison



Dear Parents and Carers,

Welcome back!

I hope you all had a lovely Summer and relaxed with your families. We now look forward to an exciting year at All Saints' and St Richard's. With many new children starting and new members of staff, I would like to take this opportunity to welcome and introduce you some of our new members of staff who have started this term.

Miss Catherine Cottingham is our new Executive Head and will be with us on Wednesdays and Thursdays.

Mr Gavin Toms is our new Year 3 and 4 Teacher and will be with us full time.

Mrs Victoria Stutt is our PPA cover teacher and will be teaching on Tuesdays and Thursdays all day.

Mrs Harriet Watkins is our new TA based in Year 3 and Year 4 and will be working on Wednesdays, Thursdays and Fridays.

Mr Christian Mitchell is the new vicar of our Benefice and Parish and will be working with us and the children throughout the year.

We are sure that you will give them all a warm welcome to our school and we look forward to working with them in the future years.

I would like to remind you of the rules and protocol for dropping the children off in the mornings and picking up in the afternoons. All children – Years 1 -6 will be dropped off in the main playground from 8.30 where they will be met by a member of staff who will also take messages for class teachers. Please refrain from entering the school yourselves through this door and if you need to speak to anyone in the office please come back around the side to the front entrance where you can sign in if you are coming into school for a prolonged time.

The reason for this is purely down to a safeguarding issue and we must be extra vigilant about who is entering our school as we continue to grow and develop in numbers. Parents of Barn Owls (Reception) can drop the children off at their door in the reception playground for the first two weeks and will then join the rest of the school at the main back entrance, PLT (Pupil Leadership Team) will support younger children at this point.



Chair of Governors: Mrs Emma Gower



Collection at 3.20 will be outside classrooms for Kestrels and Barn Owls and in the front playground for Buzzards and Sparrowhawks.

Many thanks again for your understanding and continued support.

Yours faithfully,



Mr Davison
Head of School