

7<sup>th</sup> July 2023



## **Year 5 moving to Year 6 September 2023**

Dear Parents/Carers,

Following on from previous communication regarding the school growth plan, I am writing to share further information for the current Year 5 children moving to Year 6 in September 2023.

### **Timescales:**

Firstly, we have received some concerns regarding the pace of the project and the timing of communications so close to the end of term. As a school, we wish to be fully transparent and open with parents and as such I would like to share why this project has short timescales and is moving at pace.

Warrington, as a local authority, have a legal duty to admit children into a school within a reasonable distance of where they live, and this is what is leading to larger class sizes at KS2 in all schools in the local area. The demand Chapelford Primary has seen for in-year admissions to Key Stage 2 places this year is significant and highly likely to continue moving forwards.

We were approached by Warrington regarding a possible expansion of the school on a temporary basis at the beginning of the summer term 2023. From there, leaders at school and the Trust undertook a review of the risks and benefits. Considering all the factors shared previously and the likely risk of further increased class sizes, the school and Trust made the professional decision that the growth would be beneficial to Chapelford children and our wider community. Warrington Local Authority agreed to fund the capital growth for the project. To ensure this funding was secured, Warrington undertook a request through cabinet to agree the funding for the possible project, which would then be presented for the school and Trust to consider. Unfortunately, as many of you are aware, once this funding was agreed at cabinet, this was announced to the Chapelford community via a social media platform. This was disappointing and I must stress that no agreement had been made by Warrington and the school or Trust at this point. Omega raised concerns with Warrington that this had been shared and that the post had implied this was an agreed arrangement which it was not. Despite this, the school and trust proceeded with due diligence and planning for the possible growth. The final agreement between Warrington and the trust was confirmed on 14<sup>th</sup> June 2023. We were then putting plans into place for the growth strategy and communicated at the earliest possibility once the funding and building strategy was agreed.

As part of the due diligence process, Trustees for Omega Multi-Academy have a capital project committee who will review the project from start to finish including if the project is running to the agreed timescales. Heather Da Luz Viera, our chair of governors, is part of this group and is meeting fortnightly for the duration of the project. Heather and trustees will feedback to senior leaders regularly and this will support regular updates to parents.

The planned building works are due to commence on Monday 24<sup>th</sup> July and completion is expected during October half term (Week beginning 30<sup>th</sup> October). Whilst we realise building projects can have delays, we have been assured of these timescales and we will continue to monitor the progress of the build and communicate any delays. Once the building is complete, the Year 6 children will move into the building at the start of November. More information regarding the planning of this move will be shared during the autumn term and parents will, of course, be invited to see the building and celebrate the opening with the children.

### **Staffing structure to support the growth:**

We have now secured all teaching staff for the additional classes and increased the leadership capacity of the school. We are also currently recruiting for additional teaching assistant staffing who will further enhance the additional support across the school. All class teachers are fully qualified and due consideration has been given to the teaching staff for Year 6 for the next academic year. Additional leadership capacity at the school also includes the appointment of two Assistant Head Teachers, Mrs Hackett and Miss Webb. Both are experienced leaders and teachers at Chapelford. The growth project has allowed us to use this additional capacity of Mrs Hackett and Miss Webb to teach across Year 6 in addition to the assigned class teachers. This will further support teaching and learning for all ability groups. This is in addition to the four class teachers enabling smaller teaching groups across the year. Mrs Skelley our Maths specialist teacher will also deliver Maths sessions across two days a week for targeted teaching and learning. This is a teaching model we have used before and has previously had significant positive impact on progress and attainment of all children.

Furthermore, the decision making for the staffing structure this year was led by a priority for Year 6 staff to have the experience to drive the changes and ensure the continuation of high expectations of learning behaviours. When staffing is shared (17<sup>th</sup> July) you won't be surprised to see some familiar faces that will also support this transition.

### **Learning Spaces:**

For the first half term Year 6 will be learning in spaces across the school which are not currently classrooms but are very similar to the classroom environment that children are currently learning in. To ensure these rooms are fully functional as classrooms we will be putting all the current resources and furniture in these rooms into storage and setting these up with all new classroom equipment. This includes an interactive teaching board, ipads and full resources matched to current classroom spaces. The additional learning areas include:

- A large meeting room with capacity for approximately 26 children
- The school's library which has capacity for approximately 20 children
- The schools Art and Design room with capacity for 24 children
- The leadership office space with capacity for up to 20 children
- The community hall
- The main hall

As you can imagine, until the furniture is removed, and these are set up exact numbers can't be confirmed as we would want to ensure all areas are positive learning environment.

Whilst we are still in the process of looking at the finer details and we will communicate again before the end of the term, we know that Year 6 will enter through the community entrance, store their belongings in the community changing rooms and have individual secure spaces for personal belongings. Learning will then be timetabled so that key learning areas including Maths, English and Reading will be prioritised for smaller group teaching. This is similar to the current structure in Year 6 where children are taught across 5 rooms using the meeting room and art room throughout the day. Please be assured that your child will have their own class teacher and continue to spend time as a whole class and develop positive relationships. We can also reassure you that this learning strategy will be regularly reviewed, and parent feedback and communication is always welcome as we work together to support the children in their last year of primary school.

As always, during the first week of school there will be an opportunity for parents to come and visit the new classroom spaces and further information will be shared regarding this.

**Parent Forum:**

Feedback from parents this week has supported us to listen to concerns and give further information in this letter. One helpful suggestion was that it may be supportive to have a separate parent forum group for the year 5 children moving to year 6. This will support school in hearing parents' views and we can work together as the project moves forward. We feel this should include the current parent forum representative with an additional 7 parents. This will enable an effective meeting which allows all views to be listened to and discussed. This group will be temporary for the length of the project. As the classes are being reorganised, we feel this can be 7 parents across the year group.

Our first meeting will take place on Thursday 20<sup>th</sup> July at 9am. If you would like to be part of this group, please email to express your interest [office@chapelfordvillageprimary.co.uk](mailto:office@chapelfordvillageprimary.co.uk) with a heading of 'Year 5 Parent Forum'. To keep this fair and simple we will accept the first 7 replies. We anticipate that this group will represent parent views and concerns which affect the whole year group. The names of the group will be shared with all Year 5 parents so you can share feedback with the group as and when necessary. We would always encourage parents to contact us directly to discuss children's individual needs and we are always here to support wherever possible.

Apologies for the length of the letter, as we really wanted to provide as much information as possible whilst recognising that there may be some questions you may still have. Please contact your child's class teacher in the first instance. If you wish to speak to a member of the leadership team directly, please contact the office by telephone or email and one of the leadership team will respond as soon as possible. You can also email questions regarding the growth strategy that you don't feel have been answered so far and we will respond as soon as possible. The FAQs on the school page is being regularly updated with new information or answers to questions which have been raised, so please follow the link for more information:

[Growing Our School | Chapelford Village Primary School \(schudio.com\)](http://schudio.com)

Kind regards,

Laura Tottie  
Head of School