



24th May 2017

Dear Parents and Carers of Meadow Wood and Breakspeare Schools,

It has been an intensive and exciting time for us whilst we prepared both schools for our Sunflower Federation. The first full governing board meeting took place on Monday 22nd when roles and responsibilities were formulated. Please find information about our governing board attached to this letter. We have one vacancy for a co-opted governor. If you would be interested in this role please do not hesitate to contact myself or Mrs Vanessa Robinson, the Chair of Governors. Please contact Vanessa on her email kvknosnibor@gmail.com

In preparation for the next academic year 2017-18 we have appointed some new teachers for both schools. Lene Havardstun and Sharmila Rajaratnam will start at Meadow Wood School and Gillian Chapman at Breakspeare School. All our new teachers are experienced practitioners and have experience of working with students who have special learning needs. Amy Bond from Breakspeare School is moving to London to continue her career in another SEN school; Shikha Kashyap and Danielle King have decided not to continue in their teacher roles for a while and will return to their previous roles. During the next academic year we will have two student teachers via Teacher Direct: Shauna Milner at Breakspeare and Tracey Baxter at Meadow Wood. Both Shauna and Tracy are from our own schools. Caroline Pollard will move from Meadow Wood to Breakspeare continuing in her unqualified teacher role. Sophia Rook from Breakspeare lower school will be on leave during the autumn term and her supply will be Solange Aquino.

We are currently preparing our teaching groups for September and will be able to inform you about your child's class, including both students and staff by the beginning of July. We try to make the minimum changes to our students' teaching groups however there will inevitably be the need for some changes in order to accommodate new students and staff. We are currently recruiting new support staff in both schools.

We are also planning some significant building improvements in both schools. At Meadow Wood School we will install in our EYFS classes ceiling hoists and the tendering process will start after half term. At Breakspeare we have been awarded a significant grant from DfE to replace an old mobile classroom with a two classroom permanent building and we are also able to redesign three areas in the main school. Building permission has been applied for and we are expecting the rebuild to start in July. Therefore it is likely that we will need to accommodate the present class 7 in the main building when the work begins. I will keep parents of C7 informed of the situation as soon as possible. These building improvements will have a significant positive impact on the students' school life.

Following the recent attack in Manchester the UK terror threat level was raised to critical, therefore schools have been advised by Jenny Cole (HCC Director of Children Services) to review their safeguarding and safety arrangements. We have done so and parents should be reassured that both Breakspeare and Meadow Wood Schools are alert but not alarmed. It is acknowledged that parents may take a personal view on whether their child should attend an off-site visit, and they are of course entitled to withdraw consent if they feel it necessary.

Please note that on 11th July we will have our first event for both schools; students, staff and parents. This will be held at Breakspeare School. Further information will be sent in June.

I would like to take this opportunity to wish everybody a very happy, sunny holiday.

Merja Paakkonen
Headteacher
The Sunflower Federation

Breakspeare School Gallows Hill Lane, Abbots Langley, Herts WD5 0BU, tel. 01923 263645, mob. 07342 884625
admin@breakspeare.herts.sch.uk

Meadow Wood School Coldharbour Lane, Bushey, Herts WD23 4NN, tel. 020 8420 4720, mob. 07342 884625
admin@meadowwood.herts.sch.uk