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**Headteacher: Mrs. C. Weston**  
16<sup>th</sup> June 2009

**Knavesmire Primary School**  
**Trafalgar Street**  
**South Bank**  
**YORK**  
**YO23 1HY**

Dear Parents,

### **Children’s Centre Plans**

There will be the opportunity on **Monday 22<sup>nd</sup> June from 3.00pm – 5.30pm** for you to look at some of the plans for the Children’s Centre, meet some of the Children’s Centre staff and ask any questions you may have. Things are moving quickly now with an expected opening date of February 2010.

### **Staffing 2009-10**

We have a few staffing changes from September:

- Miss Haslam has been seconded to St Lawrence’s C of E Primary School for the Autumn Term as Assistant Headteacher and Special Educational Needs Co-ordinator.
- Miss Woolgar and Mrs Gage will be working extra days to cover for her absence.
- Mrs Croyle will be back in school full time, having finished her AST work for the LA.
- Miss Crossley will continue to cover for Mrs Merritt who will finish her Maternity Leave in January 2010.

Therefore class arrangements next year will be as follows:

Nursery/Reception	Mrs Thompson/Mrs Croyle
Y1	Mrs Gage
Y2	Mrs Gibson
Y3	Mrs Riley
Y4	Miss Crossley
Y5	Mr Smith
Y6	Mr Cooper

Miss Woolgar, (Tues – Fri) and Mrs Fitton (Mon) will work throughout the school covering for teachers planning, preparation and assessment time.  
TAs- Mrs Fairburn (Rec), Mrs Schofield (Y1/2), Mrs Goulden (Y3), Mrs Slater (Y4/5), Mrs Wareham (Y6)

All the children will get a chance to spend time with their new class teacher, before the end of term.

If you have any questions or queries please do not hesitate to contact me.

### **Vouchers**

If you have any vouchers, Sainsbury's or Tesco's, still at home please send them in as soon as possible as the orders will be sent shortly.

### **Dinner Money**

**Please** send all dinner money on Monday mornings. For the past few weeks Mrs Parker has been making daily trips to the Post Office as we are not allowed to keep money on the premises. Last week less than half of the money owed was sent on Monday. Collecting money each day, filling in the paperwork and a trip to Bishopthorpe and back takes over an hour – which could be better spent on things which directly benefit the children.

### **Thank You Assembly**

Our 'Thank You' assembly will be on Friday 17<sup>th</sup> July at 9.15am for **all** parents/helpers who have helped in school, in any way, over the past year. Coffee and cakes in the staffroom will follow the assembly.

Yours sincerely,

Mrs C. Weston  
**Headteacher**