



Dear Parents and Guardians,

I trust this letter finds you well and you are looking forward to the festive season. I am writing to share some important updates regarding Rayleigh Primary.

First and foremost, it is with great pleasure that I announce the appointment of a new Headteacher, who will be joining us immediately after Christmas. This marks a significant step forward in our continuous journey towards excellence in education and holistic development for our pupils. They have a strong track record of leadership, a background in SEN and are passionate about making sure children always get the best education. We hope to be able to share their name and information next week, once we have final references.

We are also really pleased to tell you that we have managed to secure Mrs Bache, the SENCO, to remain at Rayleigh Primary and carry on the great work she has started.

We are really confident that these new players, along with the schools' current leadership team, more robust systems will be put in place to support pupils and you will see a number of positive changes to the school, in the short and long term.

However, with this exciting transition comes an alteration to our originally planned schedule. The school will not reopen on the 4th and 5th of January as previously intended. These additional days will be crucial for the new Headteacher to collaborate closely with the staff and make sure that this school works more collaboratively for the pupils. This time will be used to establish a strategic vision and outline actionable plans aimed at enhancing the educational experience, outcomes for our children and practicalities such as timetables. During this time, we will provide online tasks for the children to complete.

I fully understand and appreciate that this change may cause inconvenience and frustration. Please be assured that this decision was not taken lightly. Our priority remains the long-term benefit and well-being of our pupils, and we firmly believe that this brief pause will lay a stronger foundation for their future success. The risk of delaying this decision, through fear of parental upsets, is outweighed by the benefit it will bring the children. I appreciate that this is not easy and we genuinely appreciate your support and cooperation.

For families who find this particularly challenging, we are here to support you. If you are in urgent need of childcare on the 4th and 5th of January, please **email** the school office by 9am on Wednesday 20th December, stating your child(rens) name(s), year group(s) and what days you need childcare for. We are arranging a limited provision on these dates to accommodate such needs. Please only use this if you have no other choice. schooloffice@rayleighprimary.org.uk

Please keep in mind our numbers are limited as we need as many staff as possible to be able to take part in the training with the new Headteacher to ensure everything is smooth moving forward for your children.

Looking ahead, the school will officially open for the new term on **Monday 8th January**. We are immensely excited about the forthcoming term and the positive changes it will bring. Our new Headteacher is eager to meet all of you and embark on this journey together, towards a brighter and more prosperous future for our children.

Thank you for your understanding, cooperation, and continued support. Should you require further assistance, please do not hesitate to reach out to us.

Wishing you and your families a joyful and peaceful holiday season.

Yours sincerely,

Dr. Faris- CEO, SEAMAT