Executive Headteachers' Bulletin
Summer A 2025



The CARE Federation

Welcome to the academic year 2025 – 2026 from all of us at The CARE Federation!
I am very pleased to welcome all our families, especially those new families joining us for the first time. I hope you all had a great Summer, filled with fun and hopefully a little rest! I am also very pleased to welcome Miss Holm to our team. Miss Holm was appointed within the Summer break to be a TA in Miss Green's class and HLTA across Spixworth and Woodland View. She has particular interests in languages and Music and can't wait to get started! With exciting plans for trips and visitors already in the making, classroom lessons set to jump off the page and ever-improving lunchtime activities, including Mrs Sawiki leading lunch sports at Sparhawk, we can't wait to get going with the year ahead!
Read on to find out more about our Federation and look out for class newsletters next week, to find out about the learning coming up for your child.
Ms Jordan



Governing Board

Our first governing board meeting will be held on October 9th . At this meeting the Chair and Vice Chair of Governors will be elected. The members of our board are:

Nichola Threadgold: Parent Governor
Vacant: Parent Governor
Abbie Beaumont: Staff Governor
June Sewell: LA/Co-opted Governor
Hannah Collison-Smith: LA/Co-opted Governor
Jo Thompson: Co-opted Governor
Christopher Sleap: Co-opted Governor
Martyne Ellison: Co-opted Governor
Laura Elvery: Co-opted Governor
Heidi Jordan: Executive Headteacher

Thank you to Mr Krazlan who served as a Parent Governor last year. Due to work commitments, he has had to step down. This leaves a vacancy. If you are a parent/carer of a child from any of our schools and are interested in the role, please read the information and complete a nomination form that will be sent very soon. We would love to have you on board!

Individual Schools, Together Our Vision and Values

Our **community** supports our children to accept new challenges and be resilient in the face of adversity; to have humour, a willingness to laugh and be graceful in difficult situations.

We will open doors to opportunity and eyes to possibility - unlocking curious minds with knowledge that will allow our children to achieve **excellence** and realise their ambitions.

We proudly insist upon **respect** for all as we walk with every child to seize their best **adventure**.

We do this because we CARE.

Safeguarding

The Designated Safeguarding Leads (DSLs) are:

Sparhawk	Spixworth & Woodland View
Ms Jordan, Mrs Smith	
Mrs Munday Mrs Jackson Miss Franklin	Mrs Payne Miss Owen Mrs Aston Mrs Kidd

Communications Updates

We aim to communicate clearly with all members of our community. We will:

- Send letters via email and add these to our websites
- Use electronic forms for feedback – but have paper versions available at the office if needed
- Use text messaging as required
- Share events and updates on social media – also available from our websites
- Send a half-termly Executive Headteacher Bulletin to share federation-wide information
- Send a half-termly Head of School newsletter to share individual school information
- Send half-termly Year Group newsletters to share information about learning in each year group
- Offer meetings with teachers, workshops with subject leaders, drop-in sessions with Special Educational Needs leaders and a forum with the Executive Headteacher across the year

We are proud of our schools and know that a good reputation is hard to build yet easy to break. If you do have an issue or concern, please contact us directly either by telephone or email.

Nursery Partnership with Stepping Stones Day Nursery



If you haven't booked to attend an open event with Stepping Stones at either Spixworth or Sparhawk Nursery yet, please do! Both nurseries have been fully refurbished over the Summer meaning the brilliant care you expect is now matched with the best environments for your children to play and learn in. We are so proud of our nursery partnerships – come in – and you will soon see why!

Attendance



Attendance rules are now statutory for all schools. We will continue to:

- Ask you to phone the office on the first day of any absence so we know the reason for absence and that your child is safe.
- Phone you if we don't hear from you. If we still can't make contact, we will phone the other contacts for your child and make a home visit if necessary.
- Work closely with you and seek support from other agencies if needed to help you improve your child's attendance as soon as it becomes a concern.
- Not authorise term time holidays unless there are exceptional circumstances. Children are only in school for 190 days each year. Children have a right to receive that education and parents have a legal responsibility to ensure they do. Holidays should be taken outside of this time. Referrals for fines are made for 5 days unauthorised holiday.

To read the full government guidance, please go to: Working together to improve school attendance (applies from 19 August 2024) (publishing.service.gov.uk)

Policies



Where appropriate, our policies are for all schools. Key points from key policies:

All **Safeguarding** policies have been updated for this year and will be available on request or via our websites following governor approval.

Relationships and Behaviour policy

- Our Relationships and Behaviour policy aligns closely with our vision and values.
- Relationships between staff and pupils are key
- We expect children to be Ready, Respectful and Safe
- We will support children with consistent routines and responses, use techniques that help them learn from their experiences and recognise the individual needs of children.
- We have clear boundaries and fair rewards and consequences.

Online Safety policies

We have clear policies on how we will use the internet safely and teach the children to stay safe online.

Some policies relate to parents/carers. Your own use of technology including social media is a model to your children. You should not publish images or video of your child at school on social media and any negative comments or abuse online could be classed as harassment.