



**Learning Together for Life**

**Executive Head Teacher:** Andrew Smith B.Ed (Hons), M.Sc, NPQH  
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Tuesday 30<sup>th</sup> January 2024

Dear Parents/Carers

I am writing to you regarding some staffing changes that are taking place at Market Rasen C of E Primary.

**Site Management**

At the end of February our Site Manager, Mr Davison, will be retiring after over thirty years of hard work at our school. We will of course be celebrating this occasion and remembering his time with us nearer the time. It goes without saying we wish Mr Davison a long and happy retirement. If any parent wishes to contribute towards a leaving gift for Mr Davison, please see the school office. Mr Scott, our existing temporary Kitchen Supervisor will be taking on this role.

**Maternity Leave**

Mrs Chapman (Robins) will be going on maternity leave starting at the February half term. We are thrilled for her and look forward to meeting her baby in due course! We have employed an experienced Teacher, Miss Lynn, to cover this maternity leave. There will be a full handover to ensure consistency.

**Kitchen Supervisor**

Our current Kitchen Supervisor, Mrs Sellars, who is on maternity leave has indicated that she won't be returning to school. We thank her for all of her hard work since starting with us when the kitchen opened in 2015. Our previous Kitchen Supervisor, Mrs Barnes, will be returning to resume her old role.

**Support Staff**

Mrs Stephenson, who is currently working as a Learning Support Assistant in school, will transition to a Year 1&2 Teaching Assistant role after the half term holiday.

We are welcoming a new Learning Support Assistant in school, also after the half term holiday, Miss Forster. We are currently advertising for two more Learning Support Assistants who we hope to appoint in the near future.

We are very pleased that Miss Edser, a supply agency Learning Support Assistant in EYFS, has agreed to stay on with us as a member of staff.

**Parental Support**

Following successful training and professional development I am pleased to let you know that Mrs Taylor-Bailey, who you will know from working in the school office, will be taking on some responsibilities regarding parental support, attendance and Team Around the Child. As you may be aware more and more services are struggling to provide families with the support they need so this will help us support our families and community better. Mrs Hydes, our Administration Assistant at Nettleton Community Primary School, will support the Market Rasen school office when Mrs Taylor-Bailey is undertaking these duties.

If you have any questions regarding any of these staffing changes please don't hesitate to get in touch.

Kind regards

Andrew Smith  
Executive Headteacher

**Our Christian Values: Caring Honesty Commitment to Achieve Fairness Co-operation Respect**

