



BURWELL VILLAGE COLLEGE PRIMARY SCHOOL

The Causeway
Burwell
Cambridgeshire
CB25 0DU

Headteacher: Mr Nicholas Smith

Phone: 01638 613103

Fax: 01638 742240

Email: office@burwellvillage.cambs.sch.uk

Web site: www.burwellvillage.cambs.sch.uk

28th October 2018

Dear Parents and Carers

Meeting with Interim Executive Board (IEB) Members – Thursday 18th October 2018

I do hope that you have had a happy and restful half term with your children.

I would like to thank all of you who came to meet with us on the Thursday before half term. It was a valuable meeting for us and we really appreciated your openness and frankness. I want you to know that we listened very carefully; we noted your concerns; and we are already taking action, through the school, to address them.

For those of you who were unable to attend, the key issues that we discussed were around standards; support for children with special educational needs and disabilities; communication with and from the school; allegations of bullying; and the consistency of the school's responses to a range of issues and concerns. As we explained in the meeting, for those of you with specific concerns and complaints, the school's Complaints Policy (which is posted on the school website) provides details of the proper course of action. Do, please, talk to the school (either the class teacher or school leadership) in the first instance – this is defined as Stage 1 of the Complaints Procedure. If this does not provide a resolution then please pass the complaint to the IEB through the email address below and we will deal with it.

We said that we would provide you with information about the areas of responsibility for each of the IEB members:

Chris Marshall: Monitoring standards, assessment and data and looking at measurable outcomes in school improvement planning; first point of contact with the Local Authority;

Emma Fuller: Monitoring impact of changes to the curriculum, particularly related to maths mastery, writing attainment and progress in KS2, and strategies for closing the gaps for boys;

Diane Stygal: Monitoring safeguarding, use of Pupil Premium and support for children with SEND; staffing structures, roles and responsibilities especially amongst the school's leadership team; Headteacher's wellbeing; Parents' Champion;

Emma Jones: School budget monitoring, including costing, resource deployment, and training and support;

Jonathan Lewis: Liaison with Regional Schools Commissioner.



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Burwell Village College Primary School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

There will be a follow-up parents' meeting at 9am on Friday 14th December. As I explained, we are all in school regularly, so if you would like to speak to one of us in the meantime then please contact us via our IEB Clerk, Amy Lorimer: Amy.Lorimer@cambridgeshire.gov.uk.

Thank you again for your support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C. Marshall'.

Dr Chris Marshall
Chair of Interim Executive Board
Burwell Village College Primary