

Burfield Academy
Oaklands Way
Hailsham
East Sussex
BN27 3NW

Tel: 01323 819309

Email: office@burfieldacademy.org
Website: www.burfieldacademy.org

Executive Head Teacher: Jeremy Meek
Head of School: Dee Hughes

Friday 29th June 2018

Dear parents and carers,

We are delighted to be able to share our plans for September and the start of the next academic year with you, along with some additional staffing updates.

Staffing Updates

Both Mrs Hitch and Mr Chapman will be moving on to new roles at the end of this academic year. Mrs Hitch will be moving to an exciting new teaching opportunity at another local primary school and Mr Chapman will be taking on the role of Caretaker at another local school. We hope you will join us in thanking them both for all their hard work this year and in celebrating the important part they have played in Burfield's first full year as part of STEP Academy Trust. We wish both Mrs Hitch and Mr Chapman all the very best in their future careers.

Miss Jo Walters will be joining us in the role of Office Assistant at Burfield Academy. Miss Walters will work alongside Mrs Page and Mrs Scott in the academy office. Mrs Scott, in her role as Office Manager, will continue to work across both Burfield and Hawkes Farm Academies.

We also have exciting news to share from both Miss Rolfe and Mrs Ryan! Earlier this month Mrs Ryan and her family welcomed a little boy, Presley, into their family and Miss Rolfe and her partner welcomed a little boy called Bran into their growing family. We wish them all the very best and hope to meet the new babies soon!

Staffing for 2018-19

We are delighted to say that Miss Lauren Stephens will be moving across from her current Year 3 position at Hawkes Farm Academy to join us as the new Year 3 class teacher. Miss Stephens is an excellent classroom practitioner and will be a fantastic addition to our growing team!

We are also delighted to share the news that from September we will have 2 Assistant Headteachers joining our Senior Leadership team. Mrs King, who many of you already know as our Year 2 and Senior teacher, will now join us at Burfield Academy permanently, taking on the role of Assistant Headteacher and Year 2 class teacher. We are delighted that Mrs King has secured this position and will continue to share both her excellent teaching and leadership skills with us. Miss Grace Marshall will also be joining us as Assistant Headteacher in September, taking on the role of Year 1 class teacher. Miss Marshall is an inspiring and experienced Reception and Key Stage 1

teacher with previous leadership experience who is relocating to East Sussex. We are all looking forward to welcoming her to our team here at Burfield Academy.

Burfield Academy
 Oaklands Way
 Hailsham
 East Sussex
 BN27 3NW
 Tel: 01323 819309

Email: office@burfieldacademy.org
 Website: www.burfieldacademy.org

Executive Head Teacher: Jeremy Meek
 Head of School: Dee Hughes

Below is an overview of the Burfield Academy staffing team for September 2018-19:

Year group	Class teacher	Supporting staff
Reception	Miss Hadfield	Miss Owen
Year 1	Miss Marshall	Mrs Harding
Year 2	Mrs King	We will update you on this shortly
Year 3	Miss Stephens	Mrs French
Mrs Judge will be an additional teacher across the Academy		
Nursery staffing Miss Saint & Mrs Boyd		

In order to ensure all the children are prepared for the move to their new group we will be running a series of transition afternoons where children will spend time in their new classrooms with their new adults. We will also be running meet the teacher sessions for Nursery, Reception, Year 2 and Year 3 parents and carers on Monday 16th July from 3-4pm. Miss Marshall is visiting Burfield Academy on Monday 2nd July and will be meeting her new class that day. Miss Marshall will also be available to meet with any parents and carers who are available on Monday 2nd July from 3-4pm. As Miss Marshall is relocating to East Sussex, we will hold another meet the teacher session for Year 1 parents and carers in September and will communicate the date with you shortly.

The children are getting excited about moving to their new year groups and once our transition sessions start will be keen to share lots of new information with you. If you have any questions please speak to your child's current class teacher or new class teacher if they are available.

As always, please don't hesitate to contact the school if you would like more information or would like to discuss anything in further detail with myself.

Kind regards



Mrs Dee Hughes

Head of School

Burfield Academy
Oaklands Way
Hailsham
East Sussex
BN27 3NW

Tel: 01323 819309

Email: office@burfieldacademy.org

Website: www.burfieldacademy.org

Executive Head Teacher: Jeremy Meek

Head of School: Dee Hughes