



Executive Headteachers' Bulletin

Autumn B 2025



The CARE Federation

Welcome to the second half of the Autumn term and all the fun of the season!

I hope you and your children had a very well-earned rest over half term. The Autumn term is always a long one. All the children did so well to settle into their new classes and keep going for almost 8 weeks. As routines are so important for all children, we will be keeping most of our special events to the last two weeks of this half term.

Please read on to find out more about our recent nursery Ofsted success, updates within our Governing Board and a new approach we are trialling to gain your feedback.

Ms Jordan



Governing Board

I am pleased to share that Jo Thompson has been re-elected as Chair of our Governing Board.

I am also pleased to share that a new Parent Governor has been elected. I am sure you will join me in welcoming Mrs Phoebe Casson-Lavendar to our team.



I'm delighted to be joining The Care Federation as a new Parent Governor. I'm a mum to two young children and a primary school teacher by background, though I'm currently working part-time in an office manager role.

I'm really looking forward to using my experience alongside my perspective as a parent to help support our schools, staff, and children. I'm excited to learn more about the role and to work together with the whole school community. Thank you again for this wonderful opportunity. I can't wait to get started!

Individual Schools, Together Celebrating our Blended Nursery Service

In the final week of last half term, Miss Ellison (Stepping Stones Day Nursery Manager) and I welcomed a representative from Ofsted. The compliance of our blended nursery offer was thoroughly checked – this means all aspects of what makes a nursery safe (health and safety, safeguarding etc) and all the legal requirements of running a school and private nursery (staff qualifications, curriculum offer etc) were tested. We had to wait a little longer for this visit than we had hoped, but I am thrilled with the final outcome!

For anyone who has already seen and worked with our nursery team, it will be of no surprise that we have received the full support of Ofsted. Our fully blended service begins immediately after half term. Children will not notice any change from this announcement, families will only notice small changes in the background for example a new funding code but for us, this is a real milestone to being able to offer extended hours, extended weeks, the best possible care and education for our youngest children and opens the door for further opportunities to meet the needs of our community.

Huge congratulations to all!

Parent Feedback



To find out more about what you are thinking and feeling about our schools, last year, members of the Governing Board and I offered both in-person and online forums. The feedback received was really useful, but only a small number of parents were able to attend. This year, to hear from as many parents as possible, we have decided to trial a new approach to gaining your feedback. This half term and again in the second half of the Spring term, we will send one question per week to all parents. We will use a Microsoft form, so this is as quick and easy to complete as possible. The questions will be about specific actions we have taken or are thinking of taking, across many different areas – big and small – so your feedback will be really useful to our work. You will still be able to comment on all aspects of your child's experience at our schools in the final, Summer term, when we send the full annual parent survey. You can of course also provide any other feedback at any point in the school year by emailing the office or talking to the teachers or Heads of Schools before or after school. We look forward to hearing from you!

Safeguarding



Parents: Are you sure? How do you know? Have you actually checked? When? Making sure your child is safe online is essential. This half term alone, we have had conversations with parents whose children have been talking to unknown 'friends' during game play and on social media and others who have accessed age-inappropriate viewing. Even if you think your child knows the rules, even if you think the parent controls are in place, please check regularly and speak openly with your child about this.

Attendance



Schools must monitor attendance and offer support as soon as it is needed.

At the end of each half term, we update any family of a child whose attendance has dropped below 96%. In most cases, this is simply information sharing. In a small number of cases, we may be able to help families to help their child's attendance improve.

Attendance at all three of our schools is very good. In fact, Sparhawk was commended last half term for having the best attendance in Norfolk for some of its groups of pupils!

Please remember:

Good attendance leads to better outcomes. This is why attendance is a focus for everyone. There is no financial benefit to schools for having good attendance.

Term time holidays cannot be authorised unless there is an exceptional circumstance and any absence for other reasons that leads to or follows an unauthorised holiday, is likely to also be unauthorised.

If you do have to take your child out of school in term time evidence of appointments will be requested, or a leave of absence form must be completed in advance. This ensures we are meeting our safeguarding responsibilities.

Staffing Update



Welcome to Miss Baker, our new Federation Finance Officer and an extended welcome to Mr Browne who is now completing health and safety based caretaking duties across all three schools.

Policies



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

Accessibility policy

We have a Federation Accessibility Policy that shows our commitment to taking all reasonable steps to avoid placing any individuals with disabilities at a disadvantage and ensures barriers to learning for children are removed. This is available on our website (Governance section).

We also have individual school Accessibility Plans. These plans give a timeframe for any improvements to be made and focus on three areas: access to the curriculum, the school's physical environments and the availability and delivery of information.

If you would like to discuss or comment on our Accessibility policy or plans, please ask to speak to your Head of School, who will be very pleased to meet with you.