



'Our Best at all Times'

Headteacher: Mrs Mitzi Nichol

31 October 2023

Dear Parents and Carers

As you know, some of the children in Y3 have been together since Reception. At the welcome meetings in September, the teachers mentioned that we would mix the classes for the start of Y4. We believe that the current Y3 cohort would benefit from being mixed sooner and we would like to start the process now with a view to the children being in their new classes for the start of the Spring Term in January.

As part of the process, the children will be asked to write down the names of two friends with whom they would like to be in a class. The Y3 teachers will work together to compile the new classes taking into consideration a range of factors such as the childrens' learning, their ability, gender, behaviour and names given by the children. Although it is not always possible for every child to be with their two friend choices, we will group them with at least one of their chosen peers. Please note that your child is able to choose any child from across the year group for their two choices. We do our best to accommodate every child's needs, to give them the best experience as they move into their new classes.

We will be holding a parents meeting in the main hall on Wednesday, 8 November 2023 at 3.45pm to explain the reasons and plans behind the rearrangement, answer questions and address any concerns.

The children will remain in their current classes until Christmas. The new classes will come into effect in January 2024.

Our timetable for the new classes will be:

Y3 Team and Leadership Team	8 November 2023	Parents Meeting in Main Hall at 3.45pm	To explain reasons and plans behind the rearrangement, answer questions and anticipate concerns.
Y3 Team	13 to 24 November 2023	PSHE Lessons on friendships and learning partners and playground observations	To work together as a team to make decisions about regrouping the children into new classes.



Y3 Team	30 November 2023	List is finalised by Y3 team and handed in to Leadership team for approval	To secure the new class arrangements as well as new class names in order to announce to the Y3 cohort and their parents and carers
Y3 Team	5, 6 and 7 December 2023	Trialling new class arrangements for planned activities	To see whether the combinations we have chosen work. Trialling different combinations so the children are not aware of the potential final list yet.
Leadership Team	8 December 2023	Letter to parents and carers indicating their child's new class	To inform parents of their child's class and teacher
Y3 Team	From 11 December 2023	Some sessions and activities delivered in new classes	Transition work

Thank you for your continued support.

Yours sincerely

Mrs M Nichol
Headteacher