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**Chief Executive:** Mr D Judson, Bed, NPQH

**Headteacher:** Mrs A Sweeten, BA (Hons) MA, NPQH

**Deputy Headteacher:** Mr S Rawle, BA (Hons), MA

10<sup>th</sup> May 2023

Dear Parent / Carer,

## Re: Headteacher Important Updates (0132-22ASW)

Thank you for your continued tolerance and patience throughout the turbulence of our IT situation, and for the overwhelming support we have received in recognition of the work we are doing to move the academy forward from last year's Ofsted judgement. Every day the school feels calm and purposeful with a real focus on education. Parents / carers are welcome to visit the academy at any time for a learning walk with a member of the senior leadership team.

### IT Updates

It has taken us a long time to get the academy back on track from the disruption of the cyber incident and I am pleased to inform you that all students have access to IT based learning again.

We have continued to speak to examination boards throughout the disruption regarding both the impact on the current Year 11 examination series, and the current Year 10 cohort who will be expected to complete coursework next academic year. All examination boards have been extremely supportive, and we are confident that no child will be disadvantaged by the disruption.

We are still experiencing some I.T issues and are working hard to restore full use of all outstanding systems such as the ParentMail and Cashless Catering sync; this particular issue is in with the ParentMail technical team, and we hope to have a resolution soon. We ask that parents / carers continue to make top-up payments to your child's dinner money account.

### Staff Changes

There have been several staffing changes over the last few months which are detailed below:

Mrs Davies is now on maternity leave. The Support Team are sharing the care of Year 7 and Mrs Cleasby is coordinating the team to pick up queries or issues. If your child is in Year 7, please continue to contact reception who will alert Mrs Cleasby to deploy another member of the team to your needs. Should your child need to speak with a member of the support team in school, please ask them to visit the Learning Base (Year Leaders Office) or the SEN Base within the PLC. From September 2023, we will have an additional member of staff to fulfil Mrs Davies role until she returns.

Miss Wheatley is currently our Designated Safeguarding Lead in the absence of Mrs Payne. Miss Wheatley also continues to coordinate our behaviour systems and wellbeing strategies.



Mr Metcalfe has joined us as the Head of Computing and Business. This post has been vacant since September 2022, and we are delighted that Mr Metcalfe is now in post to support IT and Computing development at Longfield.

Mr McHugh has joined us as a Deputy Head of Department for English. He replaces Teacher of English Mr Johnston. Mrs Kennedy, Teacher of English has also moved on to a new challenge, and this post is currently filled by a long-term member of supply who is working closely with the English department to ensure stability.

Mr Trenholm has moved on to a new school and been replaced by Mr Blount as Head of Music.

Mrs Mason recently moved to a school nearer home, and we have internally appointed Mrs Lees who will take the reigns as Head of PE.

Mrs Jeffries, Teacher of Food has also moved on and Mrs Hickerson, Assistant Headteacher will pick up some of her timetable. Mrs Hickerson's specialism is food technology so pupils will benefit from her wealth of knowledge and experience.

I appreciate that we have had a significant number of temporary staff to support some long-term absences. Unfortunately, due to national staff shortages we have also struggled to recruit. This is never a desirable situation and whenever possible we try to cover lessons internally with our own staff.

### **Exam Season and changes to the school timings for break / lunch**

I'm sure you're aware that next week is the beginning of our summer examination period. Year 10 are completing mock and vocational exams and Year 11 are completing their GCSE's and vocational exams. To support both year groups at this important time, we have made some temporary changes to the school day timings. For most year groups this means there are some changes to break and lunch times to ensure Year 10 and Year 11 can enjoy their break / lunch around the examinations. These changes will take effect from Monday 15<sup>th</sup> May 2023 until further notice.

Please find the amended timings overleaf.

Should you have any further queries or concerns, please do not hesitate to contact reception on t:01325 380815 or email [enquiries@longfield.swiftacademies.org.uk](mailto:enquiries@longfield.swiftacademies.org.uk)

Yours sincerely,



Mrs A Sweeten  
Headteacher

Amendments to commence Monday 15<sup>th</sup> May 2023 until further notice.

	Year 7	Year 8	Year 9	Year 10	Year 11		
Gates open 8.30							
08:30	Eased Entry	Eased Entry	Eased Entry	Eased Entry	Eased Entry		
08:45	Tutor	Tutor	Tutor	Tutor	Tutor		
09:15	Lesson 1	Lesson 1	Lesson 1	Lesson 1	Lesson 1		
10:15	Lesson 2 (Split Part 1)	Lesson 2 (Split Part 1)	Lesson 2	Lesson 2	Lesson 2		
10:20							
10:25							
10:30							
10:35							
10:40	Break	Break					
10:45							
10:50							
10:55	Lesson 2 (Split Part 2)	Lesson 2 (Split Part 2)	Break	Break	Break		
11:00							
11:05							
11:10							
11:15							
11:20	Lesson 3	Lesson 3	Lesson 3	Lesson 3	Lesson 3		
11:25							
11:30	Lesson 4 (Split Part 1)	Lesson 4	Lesson 4	Lunch	Lunch		
12:30							
12:35							
12:40							
12:45							
12:50				Lunch	Lesson 4	Lesson 4	Lesson 4
12:55							
13:00							
13:05							
13:10							
13:15							
13:20							
13:25							
13:30	Lesson 4 (Split Part 2)	Lunch	Lunch				
13:35							
13:40							
13:45							
13:50							
13:55	Lesson 5	Lesson 5	Lesson 5	Lesson 5	Lesson 5		
14:00							
	Enrichment	Enrichment	Enrichment	Enrichment	Enrichment		
15:00							
15:45							