



2nd May 2024

Dear Parents,

Staffing Structure for 2024 – 2025

I am pleased to confirm the staffing arrangements for the next academic year along with the direct email address for each member of staff. With only two members of staff leaving us this July, Forest continues to have a very stable and experienced team.

Nursery

We very sadly say goodbye to Mrs Carty this July and wish her and her family every bit of success and happiness with their move to Thailand. The children and staff will miss her very much. I am delighted that Ms Zena Smith will become a full time Nursery Practitioner on a permanent basis. With a wealth of experience at Forest, having worked with all the age groups over the years, Ms Smith is excited to be taking on this new role in Nursery and developing her skills in early education.

Since the new Nursery opened in September 2022 we have been delighted and very proud of the provision on offer at Forest. Early Years is one of the most important stages in a child's educational journey. Our Nursery admissions have significantly risen over the past two years, therefore requiring additional qualified practitioners. With that in mind, I am delighted that Miss Saez will also be joining our Nursery team. She will return to Forest on a part time basis for 3 days a week.

Miss Bardsley, Mrs Dulson and Ms Smith are looking forward to welcoming Miss Saez back from maternity leave as an additional, experienced Nursery Practitioner.

Kindergarten

We wish Mrs Wardle all the very best for her retirement this July. Mrs Wardle and Mrs Budd currently job-share the Kindergarten teacher role however, from September, Mrs Budd will become the full time Kindergarten Class Teacher. This will be in addition to her role as Deputy Headteacher (Academic and Early Years). Mrs Singer will remain in Kindergarten to assist Mrs Budd and will take on more responsibility within the classroom.

From September, we also welcome Miss Katie Naylor who will join the Kindergarten class as an additional, full time Teaching Assistant. Miss Naylor is experienced in early learning and I am delighted that she is joining our 3 and 4 year olds.

PE and Sport

Mr Bullock will be standing down as our Head of Sport in the new academic year in order to focus on his commitments in the Early Years Department. From September, Mr Rimmer will combine his PE Teacher role with the additional responsibility for overseeing all sporting matters. Mr Bullock will continue to enjoy teaching Upper School Games whilst I cover in the Reception classroom on a Tuesday afternoon.



I also look forward to continuing with my weekly teaching responsibilities in Year 4, Year 5 and Reception.

<u>Class</u>	<u>Staff</u>	<u>Contacts</u>
Nursery	<p><u>Nursery Manager</u> Miss H Bardsey</p> <p><u>Nursery Practitioners</u> Mrs S Dulson Ms Z Smith Miss A Saez</p>	<p>hbardsley@forestschoo.co.uk sdulson@forestschoo.co.uk zsmith@forestschoo.co.uk asaesz@forestschoo.co.uk</p>
Kindergarten	<p><u>Teacher</u> Mrs B Budd</p> <p><u>Teaching Assistants</u> Mrs C Singer Miss K Naylor</p>	<p>bbudd@forestschoo.co.uk csinger@forestschoo.co.uk knaylor@forestschoo.co.uk</p>
Reception	<p><u>Teacher</u> Mr J Bullock</p> <p><u>Teaching Assistant</u> Mrs J Henderson</p>	<p>jbullock@forestschoo.co.uk jhenderson@forestschoo.co.uk</p>
Year 1	<p><u>Teacher</u> Mrs E Burns (Monday-Thursday) Mrs E Thomson (Friday)</p> <p><u>Teaching Assistant</u> Mrs N Wells</p>	<p>eburns@forestschoo.co.uk ethomson@forestschoo.co.uk nwells@forestschoo.co.uk</p>
Year 2	<p><u>Teacher</u> Mrs H Bradley</p> <p><u>Teaching Assistant</u> Mrs J McClearn</p>	<p>hbradley@forestschoo.co.uk jmcclearn@forestschoo.co.uk</p>
Year 3	<p><u>Teacher</u> Mrs J Eley</p> <p><u>Teaching Assistant</u> Mrs A Cooke</p>	<p>jeley@forestschoo.co.uk acooke@forestschoo.co.uk</p>
Year 4	<p><u>Teacher</u> Mr C Francis</p> <p><u>Teaching Assistant</u> Mrs S Howland</p>	<p>cfrancis@forestschoo.co.uk showland@forestschoo.co.uk</p>



Year 5	Teacher Mr R Hyde Teaching Assistant Mrs A Johal	rhyde@forestschool.co.uk ajohal@forestschool.co.uk
Year 6	Teacher Mrs L Knowles Teaching Assistant Mrs V Howland	lknowles@forestschool.co.uk vhowland@forestschool.co.uk
Music Department	Director of Music Ms S Wellings	swellings@forestschool.co.uk
Art Department	Head of Art Mrs E Thomson	ethomson@forestschool.co.uk
PE Department	PE Teacher Mr S Rimmer	srimmer@forestschool.co.uk
French Department	French Teacher Mrs J Tourigny	jtourigny@forestschool.co.uk
Learning Support	SENCO Mrs H Mulholland	hmulholland@forestschool.co.uk

From September, Mrs Singer and Mrs Henderson will job-share the Wraparound Supervisor role.

Our Wraparound Provision will be as follows;

Provision	Staff	Contacts
Breakfast Club	Mrs C Singer / Mrs J Henderson Mrs C Peers	wraparound@forestschool.co.uk
Late Stay	Mrs C Singer / Mrs J Henderson Mrs S Booth Mrs D Hennessey	wraparound@forestschool.co.uk

I am very fortunate to work alongside a team of dedicated and passionate professionals. As we enter our centenary year, it is very rewarding to continue to have a very stable staff, many of whom have been at Forest for a long time.

Headmaster:
Graeme Booth
BA (Hons) with QTS
(Manchester Metropolitan University)
#theforestway



**FOREST
PREPARATORY
SCHOOL**

Moss Lane
Timperley
Altrincham
WA15 6LJ
T: 0161 980 4075
E: office@forestschoo.co.uk
W: www.forestschoo.co.uk

After half term, all Class Teachers will be welcoming you to their class information meetings. All details will be sent out from the School Office soon.

Yours sincerely,

G Booth

Graeme Booth
Headmaster