



**Springfield Community Primary School**

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**Acting Headteacher: Mrs Samaira Nasim**

Monday 11<sup>th</sup> January 2016

Dear Parents/Carers

May I begin by wishing you a very Happy New Year. I hope that you had a very happy and peaceful break over the Christmas holiday period and are ready for what looks to be an exciting 2016.

I am incredibly proud to have joined this vibrant school at such an exciting time. I would like to take the opportunity to thank all the children, staff, parents and governors for making my first week at Springfield extremely welcoming and enjoyable. I am hoping that I will get the opportunity to get to know more parents and children over the coming weeks.

As your Acting head teacher, my primary focus will be to continue to build on the successes that the school has achieved so far, so that our children are able to be the best that they can be. As parents and carers, you are vital partners in the work we do. I believe that it is important that home and school continue to work cohesively and in partnership with each other so that we can achieve positive outcomes for our children.

We pride ourselves in being approachable and having an open door policy, for this reason, I would like to reiterate that should you have a concern or an issue that you arrange a meeting with the relevant member of staff at the earliest convenience. In order for us to deal with issues swiftly and as positively as possible, staff have been asked to ensure that these take place within school and are kept out of the playground. This not only ensures privacy but also allows us to dedicate time properly to the issue at hand.

Finally thank you for your continued support- I look forward to meeting you at forthcoming events and working with you and your children.

Mrs Samaira Nasim

Acting Head teacher

