

30 June 2017



## SAXMUNDHAM FREE SCHOOL

*"Providing a foundation for life"*

Seaman Avenue,  
Saxmundham,  
Suffolk, IP17 1DZ

T: 01728 633910

F: 01728 633916

E: [enquiries@saxmundhamfreeschool.org.uk](mailto:enquiries@saxmundhamfreeschool.org.uk)  
W: [www.saxmundhamfreeschool.org.uk](http://www.saxmundhamfreeschool.org.uk)

Dear Parent / Carer

### **Staffing Update**

As we approach the end of Trinity Term I wanted to take this opportunity to communicate to all Parent/ Carers some staff changes that will be taking place.

I am delighted, but also slightly saddened to announce that Mrs Swan has been appointed as a Headteacher of a new school that is opening in September. To support Mrs Swan in this new role it has been agreed that she will take up her new post from 3 July. Mrs Swan has been a leading member of staff both at Saxmundham Free School and also at Beccles Free School since the schools opened in 2012; she will be greatly missed. However, we are delighted that she is leaving us to take up a position as a headteacher and I am sure you will join with us in wishing her the very best for the future.

This year we have strengthened the leadership structure of the school, and now have an Extended Leadership Team of 4 Senior Leaders; Mr Battle, Miss Isaac, Miss Marsden and Mr Woolven. This positive change has worked well this year and it is my intention to continue with this arrangement and in the interim I will therefore not be recruiting a Deputy Headteacher. Miss Marsden will take over the role of Inclusion Lead from Monday 3 July 2017.

Mrs Swan's role in the school has been a key tenet to our outstanding pastoral care and in order to ensure this continues I have made the following new appointments:

- Mrs Macdonald-Fawcett has been appointed as the new SENDCo. Mrs Macdonald-Fawcett is highly qualified for this role and has already been working in the School as an Exam Access Assessor alongside Mrs Swan in the SEN team. If your son / daughter has Special Educational Needs Mrs Macdonald-Fawcett will be in touch to arrange an appointment to meet you in due course.
- 2 Student Pastoral team members whose main focus will be to support the students and work closely with Tutors to ensure the students at Saxmundham Free School have the best possible support throughout their time with us.

I am delighted to inform you that as Saxmundham Free School continues to grow from strength to strength I have also appointed 5 new teaching staff, full details of which will



be in the next issue of the Saxmundham Voice. I would also like to welcome back Mrs Morton as Subject Leader for MFL after her maternity leave.

Yours sincerely

A handwritten signature in black ink, appearing to read 'D Lees', enclosed within a simple, hand-drawn oval border.

Mr D Lees  
**Headteacher**