



THAKEHAM PRIMARY SCHOOL  
Headteacher: Will McDonald  
Operations Manager: Georgina Ritchie  
Senior Teacher: Bex Stender  
Inclusion Manager: Bex Stender  
Rock Road  
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West Sussex  
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Tel: 01903 740176  
Email: [office@thakehamps.co.uk](mailto:office@thakehamps.co.uk)  
Web: [www.thakehamps.co.uk](http://www.thakehamps.co.uk)

Friday 30<sup>th</sup> January, 2026

Dear Families and Friends,

### Spring Update

As we have ClassDojo, we are aiming to send a longer update letter once a term. This Spring update follows on from the Autumn Update sent in Term 1.

#### **Safeguarding**

The Safeguarding Team remains the same. Mr McDonald is Safeguarding Lead with Mrs Stender. Mrs Ritchie and Mrs Bowbrick are the Deputies. If you have any concerns, please ask to speak with one of them in the first instance. Refer to our website for associated policies and contact information. Remember, if a child is in immediate danger, please call 999.

Mrs Campbell and Mrs Elvery look after First Aid. Mrs Campbell also is our Attendance Officer.

#### **Routines**

Our routines remain the same. All we ask is that you try to use the school's Communication Protocol.

#### **Attendance**

As I mentioned in the Autumn Letter, attendance is a big focus for us this year. I am pleased to say that the latest data places us as the 6<sup>th</sup> best school for attendance in West Sussex (out of 230 state schools). This is fabulous! We are also in the top 10% in England. So, I thank you for working with us. It makes a difference.

Please note, the government changed the guidelines around Fixed Penalty Notices last Autumn. The school and WSCC is now empowered to administer an FPN even when dates are not consecutive, e.g: if a family are clearly using an INSET day or a weekend to bulk out a holiday in an attempt to avoid a fine, we can now still issue a notice.

If we suspect a child SHOULD be in school and is not, be aware that this academic year, we may visit your home to check if you need any support with bringing your child in. We have undertaken visits this year.

#### **Uniform**

As you will know, the uniform is something that is on my mind and I did signal earlier this term on ClassDojo that we are looking to bring in a new uniform for September 2026. We will be communicating with you soon about it.

In the meantime, please sure your child is wearing the following:

**Courage • Ambition**



**Respect • Enjoyment**



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**Standard Uniform:**

- White polo shirt or blouse, with or without the school logo
- Royal blue jumper or cardigan with or without the school logo
- Plain grey trousers, smart shorts or skirts (jogging pants, sports shorts and leggings are not acceptable)
- Royal blue and white small checked summer dress
- Grey or white socks, grey tights
- Sensible black shoes, not trainers or boots

**PE Uniform:**

- Royal blue shorts
- White crew neck T-shirt (with or without the school logo)
- Plimsolls or trainers
- During cold months children may wear plain black tracksuits (not leggings please)

On PE days, pupils should come wearing their PE kit. Please ensure it aligns with the requirements above.

Please note that any children who arrive in incorrect uniform may be asked to change into some of our spare uniform. We will liaise with you if this has had to be the case.

**Staffing**

A reminder of who is where and who does what:

SLT	<ul style="list-style-type: none"> <li>• Will McDonald (Headteacher &amp; Safeguarding Lead DSL)</li> <li>• Bex Stender (Senior Teacher, Inclusion Manager and Deputy DSL)</li> <li>• Georgina Ritchie (Operations Manager and Deputy DSL)</li> </ul>
Inclusion	<ul style="list-style-type: none"> <li>• Bex Stender (SENCO)</li> <li>• Jodi Bowbrick (Deputy SENCO)</li> <li>• Amy Devereux (SLCN Specialist LSA)</li> <li>• Shona Stickings (ASD Specialist LSA)</li> </ul>
Pastoral	<ul style="list-style-type: none"> <li>• Will McDonald (Senior Mental Health Lead)</li> <li>• Kirsten Campbell (Attendance Officer)</li> <li>• Aurelie Merritt (ELSA Counsellor)</li> <li>• Aurelie Merritt (WOWSI Tutor)</li> <li>• Emma Elvery (ELSA Counsellor)</li> <li>• Georgie (Thoughtful EMP/MHST)</li> </ul>

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Wraparound	<ul style="list-style-type: none"> <li>Emma Elvery (Saplings Lead)</li> <li>Matt Harder (Saplings Manager and Forest School Teacher)</li> </ul>
Office and Site	<ul style="list-style-type: none"> <li>Georgina Ritchie (Operations Manager)</li> <li>Kirsten Campbell (Office Manager)</li> <li>Russ Goodwin (Site Manager)</li> <li>Emma Maceachern (Chartwells Cook)</li> </ul>
Beatles	<ul style="list-style-type: none"> <li>Bex Stender (Class Teacher Mon-Wed).</li> <li>Carly Usherwood (Class Teacher Thur-Fri).</li> <li>Amy Devereux (HLTA)</li> <li>Shona Stickings (LSA)</li> </ul>
Wonder	<ul style="list-style-type: none"> <li>Emily West (Class Teacher).</li> <li>Jodi Bowbrick (DSENCO and HLTA)</li> <li>Emma Elvery (LSA)</li> <li>Alice Morrow (Cover Class Teacher)</li> </ul>
Marley	<ul style="list-style-type: none"> <li>Rebekka Kosla-Yates (Class Teacher)</li> <li>Alice Morrow (Cover Class Teacher)</li> <li>Aurelie Merritt (LSA)</li> </ul>
Franklin	<ul style="list-style-type: none"> <li>Emma Hopkins (Class Teacher)</li> <li>Alice Morrow (Cover Class Teacher)</li> </ul>
Additional	<ul style="list-style-type: none"> <li>Carl Petros (Sports Coach)</li> <li>IT Support is provided by Virtual IT</li> <li>Cleaning is provided by Shield</li> <li>Meals are provided by Chartwells</li> </ul>

### Volunteers

If you would like to help out in school, at events or on school trips please let Mrs Campbell in the office know. We really value the support and it can be good fun!

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### **Medicines, First Aid and Healthcare Plans**

Please ensure we know of pupil medication or first aid needs so that we can liaise with you and staff. Mrs Campbell and Mrs Elvery are our Medicines, First Aid and Healthcare Plan Leads. They will liaise with you if needed.

Mr McDonald is our Education Visits Coordinator. He is the designated member of staff to speak with regarding any concerns you may have around any upcoming trips.

### **Positive Behaviour Policy**

We continue to use our Therapeutic Thinking approach to behaviour. We like it because it focuses on the needs of pupils, the context and the individual voice of the children. If you have any questions, please ask to speak with Mr McDonald about it.

Finally, it goes without saying that the relationship between school and home is important. It needs to be deep and positive. If we work together then there is no limit to what your child can achieve. Please feel free to approach us, speak to us and help us ensure Thakeham is the best school it can be.

Take care,

Will

### **Spring Term Key Dates**

*Please note that we reserve the right to make alterations to these dates. If we do, we will communicate in advance. Specific details for events will be emailed to you by Mrs Campbell.*

- Franklin PE days: Monday and Thursday
- Marley PE days: Monday and Friday
- Wonder PE days: Wednesday and Friday
- Beatles PE day: Wednesday

**Mon 2<sup>nd</sup> Feb** -Year 1/2 Multi-games Taster at SGS – selected children (parents already contacted)

**Thurs 5<sup>th</sup> Feb** – Year 6 Rotary Lunch Community Award – selected children (parents already contacted)

**Mon 16<sup>th</sup>-Fri 20<sup>th</sup> Feb** – Half Term

**Mon 23<sup>rd</sup> Feb** – Inset Day

**Thurs 26<sup>th</sup> Feb** - Beatles class trip to Amberley Museum

**Thurs 26<sup>th</sup> Feb** – Parents' Evening 1 – (Wonder, Marley and Franklin classes only) – more details to follow

**Thurs 5<sup>th</sup> Mar** - Year 6 Rotary Lunch Community Award – selected children (parents will be contacted soon)

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**Thurs 5<sup>th</sup> Mar** – Parents' Evening 2 – (All classes) – more details to follow  
**Fri 6<sup>th</sup> March** – World Book Day celebrations and Usborne Book Fair – more details to follow  
**Tues 10<sup>th</sup> Mar** – Wonder Class Pizza Express trip – details already communicated  
**Weds 11<sup>th</sup> Mar** – Year 5/6 High 5 Netball Tournament –selected children will be sent info nearer the time  
**Thurs 12<sup>th</sup> Mar** – Class Photos  
**Fri 20<sup>th</sup> Mar** – Comic Relief/Red Nose Day – more information to follow  
**Fri 20<sup>th</sup> Mar** – March Music Festival - more information to follow  
**Mon 23<sup>rd</sup> Mar** – Year 1/2 Dance Taster – parents of selected children will be contacted nearer the time  
**Tues 24<sup>th</sup> Mar** – Easter Church Service at St Mary's Church, Thakeham – more information to follow  
**Mon 30<sup>th</sup> Mar-Fri 10<sup>th</sup> Apr** – Spring break

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