



Subject: Welcome Message from Your New Headteacher

Dear Parents and carers,

I hope this email finds you and your families well at the end of an enjoyable summer break. I wanted to take this opportunity to introduce myself as the new Headteacher of Manor Fields and to share some early information with you.

First and foremost, I would like to express my heartfelt gratitude for the warm welcome I have received from our school community. Starting a new role is always both exciting and challenging, and I truly appreciate your patience and grace as I settle into my position and get to know our wonderful school, its unique character, and the needs of our pupils and families.

I am genuinely looking forward to working closely with all our children and families throughout the coming term and beyond. Building strong, positive relationships with our school community is at the heart of everything I believe in as an educator, and I am excited to learn more about each of your children and how we can best support their learning journey together.

Updates

I understand that communication between home and school is vital for our pupils' success, and I am committed to ensuring you are kept well-informed about all aspects of school life. Please note that a comprehensive newsletter will be produced and distributed at the end of this week, which will provide you with more detailed information about upcoming events, important dates, and new school staff.

Below are some reminders:

Please refer to the Family Handbook (this can be found on our website), this document gives you all the information you need about day-to-day life at Manor Fields Primary School.

Robins

September Dates	Times	Activities
4 th and 5 th	am and pm	Robins: 2 familiarisation sessions
Week beginning 8 th	8:45 – 13:10	Robins: mornings and lunch all week

Thank you once again for your understanding during this transition period. I am truly excited about the journey ahead and the opportunity to work together in providing the very best educational experience for all our pupils at Manor Fields.

Warm regards,

Jessica Clarke

Headteacher