



Saltford
CofE Primary School

Saltford CofE Primary School
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Headteacher: Dawn Sage
Chair of Governors: Paul Cummings

May 2024

Dear Year Two Parents,

You will have received information explaining the process of determining the class structure alongside this letter and pupil placement for September 2024. We do intend to make some adjustments to the classes of our current **Year Two** children.

When organising the classes, we will give consideration to the following criteria: gender balance of the class, spread of ability, advice from the current class teacher and information from parents shared with us in the past and at recent consultation evenings as well as returns from the Microsoft form below with regards to friendships.

Our current Year Two children have been in the same class for three years. Over the last three years they have developed both their friendships and academically and new children have also joined the classes. Therefore, it is now time to rebalance our current Year Two and mix the classes. The class teachers are well placed to support me organising and placing the children of these two classes. To assist us with this please could parents complete the questionnaire via this link:

[Year 2 Friendship Form](#)

by 9.00 am on Monday 3rd June 2024 – we would appreciate you noting this in your diaries as this is our final cut-off date. If you prefer not to complete this form, then please do not ask us to revisit class placements after the 3rd June as this will not be possible.

We will do our very best to use all our skills and experience to put together the classes. Your child will meet their new class teacher on Thursday 4th July. Parents will be notified of their child's/children's new class by email on Thursday 4th July containing the following information:

- The name of the class teacher
- The name of the class and the room they will be taught in

Thank you for your support.

Yours faithfully

Dawn Sage
Headteacher