



27<sup>th</sup> May 2010

Dear Parents,

I wanted to contact you following your generous feedback for our Governors Planning Day which was held a couple of weeks ago.

We received some wonderful compliments and we will endeavour to capture some of these to place them around the school to remind staff and visitors what a special place St. Joseph's Preparatory School is.

You also provided us with some suggestions on how we could make the school even better and I wanted to report back to you on three areas where we will be making immediate changes.

The first thing we have changed is the provision of Joe's Club on the last day of term. Joe's Club has never operated on the last day of term, as historically the school closed at 1.30pm on this day. Shortly after Mrs Hutchinson's appointment as Head, this was changed to a 3.25pm finish.

You may have already seen correspondence confirming this has now changed with immediate effect and Joe's Club will be operating on the last day of each term.

Next, we are looking at the whole ICT provision in school, to refurbish our ICT Suite and ensure that ICT provision is relevant to the needs of our curriculum. We are currently investigating this and will update you further before the end of term.

Lastly, in view of the quality and quantity of the feedback you have provided, we have decided to set up a Comments / Feedback Box outside Mrs Pickford's office. This should be available after half term and we would welcome any feedback/suggestions that may have.

Whilst writing, I thought I would update you on some staffing news following the recent Deputy Head interviews which have taken place. I am delighted to report that we have appointed Miss Buttery to the position of Deputy from September.

I also have a little sad news in that Mrs Gibbs will be retiring at the end of term in July. Mrs Gibbs has worked extremely hard for the school over many years. She has also worked alongside the Governors as the Staff Representative, so her experience and enthusiasm across all parts of the school will be really missed. On behalf of the Governors, we wish her well for the future. This position is currently being advertised and Mrs Hutchinson will inform you when an appointment has been made. We are also very pleased that Miss Oakes will be remaining with us as a permanent member of St Joseph's staff.

Once again, thank you for your feedback and I trust that you will use the new box outside the school office for any suggestions.

Yours sincerely,

**Mr Daran Harding**  
Chair of Governors