



08 February 2023

Dear Parent/Guardian

Staffing at Maiden Erlegh Chiltern Edge

I am writing to confirm some staffing changes at MECE.

After half term I will be working on a project for the Trust each Friday. I have rearranged my duties and meetings to fit around this four-day schedule so nothing will be compromised as a result. In my absence on Fridays, our current Deputy Headteacher, Miss Bliss, will be the acting Headteacher.

In addition, after February half-term, Miss Bliss will be working at Maiden Erlegh Reading on Monday and Tuesday. This is to provide MER with some capacity as their senior leadership team develops more experience, along with supporting some staffing challenges that they are currently facing. Emma will provide her abundant expertise and energy to support them over the next couple of terms.

To provide MECE with capacity to cover these two adjustments we have appointed two of our middle leaders into Assistant Headteacher roles. Therefore, I am both delighted and proud, that Miss Cheeseman and Mr Hunter will be joining our senior leadership team for the rest of the year.

- Mr Hunter will be leading on cover, the duty rota, supporting standards and helping with line management.
- Miss Cheeseman will be joining our safeguarding team, organising parents' evenings, the detention rota and the on call / behaviour support system.

Both Miss Cheeseman and Mr Hunter will have their teaching loads reduced to support the increase in operational duties they will have.

To allow us to cover these changes Mr Perry has agreed to step up and teach several classes until the end of the year and we are very grateful for his flexibility.

However, to make this work we have had to shift some key stage 3 lessons in their position across the school day and in the cycle of the timetable, particularly in the Food, Art, DT and Humanities area. These changes are being put into Bromcom during this week and students will receive their new timetables on the Monday after half-term.

We will monitor and review the impact of these changes and, of course, if things need to change, we will make the necessary modifications.

Yours sincerely

Andy Hartley
Headteacher