

Friday 28<sup>th</sup> November 2025

## **Re: Staffing Changes**

Dear Parents and Carers,

I am writing to update you on several staffing changes taking place next term.

### **Mrs Rich**

Mrs Rich has made the very difficult decision to resign from her role as class teacher at Wildmoor Heath, choosing to take a break from teaching in order to spend more time with her family. Her final day will be Friday 19th December 2025. Mrs Rich is a highly valued member of our school community and we are deeply grateful for the care, energy and dedication she has shown to all the children during her time at Wildmoor Heath. Her enthusiasm for teaching - and particularly for sport - has enriched school life and created many memorable experiences for pupils. She will be greatly missed by pupils and staff alike and I know you will join us in wishing her every success and happiness for the future.

### **Mr Stevens**

I am pleased to confirm that we have appointed an experienced new Year 4 teacher, Mr Stevens, who will be joining Wildmoor Heath School in January 2026. Mr Stevens brings a strong background in teaching and a passion for PE. He has already spent a day in Year 4 getting to know the children and will continue to liaise closely with Mrs Rich for a full and thorough handover before Christmas.

### **Mrs MacManus**

Our Deputy Headteacher and Special Educational Needs and Disabilities Coordinator (SENDCo), Mrs MacManus, has decided to step down from her role at Wildmoor Heath. Her last day with us will be Thursday 18th December 2025. We are extremely grateful for the dedication, expertise and care that Mrs MacManus has shown throughout her six years at Wildmoor Heath. She has made a significant and lasting contribution to the life of our school - supporting staff, championing pupils and helping to shape the high standards of teaching and learning that define our community. As SENDCo, she has been a passionate advocate for children with additional needs, ensuring that every child receives the support, guidance and opportunities they deserve. She will be greatly missed by colleagues, pupils and families and we wish her every happiness and success in her future endeavours.

### **Mrs Joseph and Mrs Pratt**

From January 2026, Mrs Joseph will take on the role of Acting Deputy Headteacher and Mrs Pratt will become Acting SENDCo. Both bring substantial experience and will ensure strong, consistent leadership during this transition. Recruitment for a substantial Deputy Headteacher will take place next year.

### **Mrs Stevens**

I am also pleased to confirm that we have appointed Mrs Stevens as our Year 1 teacher on Wednesdays, Thursdays and Fridays, working alongside Mrs Lansley. Mrs Stevens will be visiting the school shortly to meet the children and support a smooth transition.

Mrs C Vincent, Headteacher

Wildmoor Heath School, Lower Broadmoor Road, Crowthorne, Berkshire RG45 7HD  
T: 01344 772034 | E: [secretary@wildmoorheath.org.uk](mailto:secretary@wildmoorheath.org.uk) | W: [www.wildmoorheath.org.uk](http://www.wildmoorheath.org.uk)

**Mrs Attfield**

After 18 years of dedicated service, Mrs Attfield, our highly valued Senior Administrator, has made the decision to retire. During her long career at Wildmoor Heath, she has supported multiple Headteachers, embraced significant changes and contributed immensely to the smooth running and continual improvement of the school.

At the heart of the school office, her calm presence, exceptional organisational skills and deep understanding of our community have made her an invaluable support to pupils, staff and families. Her professionalism, kindness and commitment have touched many lives. While we will miss her greatly, we are delighted that she now has the opportunity to enjoy a well-earned retirement - travelling and spending more time with her husband. Her final day will be Friday 19th December 2025.

**New School Administrator**

We held interviews this week for a new School Administrator and are pleased to share that we have successfully recruited a candidate, subject to the usual background checks and references. I look forward to introducing our new staff member in the coming weeks.

The full staffing list is shown below. Thank you for your continued support and understanding during this period of transition. Please join us in welcoming our new colleagues to our wonderful school community.

Yours sincerely,

**Mrs Vincent**

## STAFFING FROM JANUARY 2026

<b>SENIOR LEADERSHIP TEAM</b>	
<b>Headteacher</b>	Mrs Vincent
<b>Acting Deputy Headteacher &amp; Early Years/KS1 Leader</b>	Mrs Joseph
<b>Senior Teacher</b>	Mrs Dalton
<b>Acting SENDCo</b>	Mrs Pratt

<b>TEACHING AND SUPPORT STAFF</b>		
<b>Class</b>	<b>Teacher(s)</b>	<b>Support Staff</b>
<b>Year R</b>	Mrs Joseph (Mon, Tue, Wed) Mrs Penstone (Thu, Fri)	Mrs Gray Mrs Harrison Miss Joselyn
<b>Year 1</b>	Mrs Lansley (Mon, Tue, Wed) Mrs Stevens (Wed, Thu, Fri)	Mrs Smith Miss Joselyn
<b>Year 2</b>	Mrs Dalton	Mrs Jennings Miss Joselyn
<b>Year 3</b>	Miss Lewis	Ms McInally
<b>Year 4</b>	Mr Stevens	Mrs Ward
<b>Year 5</b>	Mr Morris	Mrs Weston
<b>Year 6</b>	Miss Calvino	Mrs Muttitt
<b>PPA/Cover teacher</b>	Mrs Guy (Y3 and Y4 Tuesday; Y2 Wednesday)	
<b>Forest Schools</b>	Mrs Guy (Thursday)	

<b>ADMIN STAFF</b>	
<b>School Secretary</b>	to be announced soon
<b>School Receptionists</b>	Mrs Young (AM) Mrs Jacob (PM)
<b>School Cook</b>	Mrs MacDonald
<b>Site Assistant</b>	Mr Jackson (Tuesday, Wednesday, Friday)
<b>Forest School Assistant</b>	Mr Jackson (Thursday)