



Marshbrook Cares



PENK VALLEY  
ACADEMY TRUST

Marshbrook First School  
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Penkridge  
Stafford  
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Tel: 01785 712780

Headteacher: Mr J Morgan

Thursday 24<sup>th</sup> September 2026

Dear Parents/Carers,

It has been an extremely busy start to the school year, especially with our visit from OFSTED last week. Some will be aware that we have had some staffing absence in school, and I wanted to address this, and the ongoing impact this is having across school.

Unfortunately, Miss Gould, our Year 3 teacher and assistant headteacher has been off for the last few weeks unwell, and sadly I have been informed she will continue to be off for the next 4 weeks. Ms Griffiths, one of our Nursery managers also continues to be off school unwell, without a returned date confirmed. This staff absence is impacting on school in many ways with many staff working above and beyond what is expected of them to ensure consistency for your children in school, Firstly I would like to thank those staff who are pulling together and doing extra.

From a leadership and teaching perspective, Miss Gould's absence is meaning that my capacity now is quite stretched, so if I am unable to respond to parental requests straight away, I hope there is some understanding as to why. I would like to assure families, that despite two members of my safeguarding team being off school, the safeguarding of your pupils remains a priority, and I have support from the trust if needed. I have worked very hard to put a staffing structure in place for the next four weeks, that not only provides consistency for your child but hopefully gives parents piece of mind about how much thought has gone into it. The change will affect Reception, Year 1 and Year 3.

### Reception

The impact on this staffing means that on a Thursday afternoon, Reception will now be taught by Miss Browning, who will be taking over as class teacher in January. This will provide Miss Browning with an opportunity to get to know the children further and for them to get to know her.



## Year 1

Year 1 will continue to be taught by Mrs Caddick, with Miss Whitby on a Thursday all day. However, to allow Mrs Caddick her planning and preparation time, Mrs Murray will be teaching Year 1 on a Friday afternoon, which again is a familiar face for the children and helps prepare them for January when Mrs Caddick and Mrs Murray will share a class.

## Year 3

There will no longer be a supply teacher in Year 3. This is the staffing profile for the next four weeks.

Monday – Mrs Whitby am / Mr Morgan pm

Tuesday – Mrs Whitby am / Mr Morgan pm

Wednesday – Mrs Whitby all day

Thursday – Miss Browning am / Mrs Parkes and Mr Belcher (Music/PE)

Friday – Mrs Whitby all day

I hope that parents appreciate the thought that has gone into this, with the children very much at the heart of these decisions. I am hoping this will only be needed for the four-week period up to half term, and hope Miss Gould and Ms Griffiths are able to be back with us after then - we are all hoping they feel better soon.

If you would like to discuss anything in this letter, please contact the school office to speak to me.

Yours sincerely,



Mr J Morgan

Headteacher

