



7<sup>th</sup> February 2014

Dear Parent/Guardian

### School Expansion

As you would imagine the School and the Governing Body have held many discussions with Kent County Council over the past few weeks.

The school expansion will take our yearly intake into reception from 45 children per year to 60 with effect from September 2014 and to accommodate this, a new Early Years classroom will be installed during the summer holidays to replace our existing unit. This will mean that I1 and I2 will be capable of accommodating 30 children each.

In addition we are planning to enlarge the Early Years playground by extending it along the front of the school. We will also be working with the PTA to look at how best to improve the outside Early Years play area.

I'm **delighted** to inform you that Deacon House has now been purchased and will be converted for school use, subject to planning permission. Detailed design work for Deacon House is now progressing but I am able to advise you that it will provide four additional classrooms, a small hall and much needed planning and preparation space for our teaching staff.

Deacon House will be converted and handed over to the school during the early to mid part of 2015, ready for use from September 2015 onwards. The school plan is to use the four classrooms in Deacon House for the eldest children; years 5 and 6. This will mean that the J6 classroom will no longer be required and will be removed. The removal of J6 will allow for appropriate links and landscaping to be undertaken providing a natural link between Deacon House and the rest of the school.

During the building phase the School and Governing Body will remain focused on the education of the children. To ensure that this happens, separate project monitoring arrangements have been set up outside of our normal arrangements to ensure that the expansion is not a distraction; whilst maintaining a focus on progress and health and safety.

School expansion will be gradual (15 pupils per year from September 2014) and not be at full capacity until September 2020. The School and Governing Body will continually monitor the impact of the expansion, **year on year, to ensure that the ethos and 'feel' of the school is maintained.**

We have committed to communicate with parents/guardians as much as possible during the school expansion and we will write to you again as and when we have more information.

Mrs V Resch  
Head Teacher

Mr B Egan  
Chair of Governors