

4th September 2026

Dear families,

Please see the information below regarding the staff in your child's year group.

The Year 3 Team

Mrs Lardner – Bengal Tigers Class Teacher

Miss Ali & Mrs Graham – Key Stage 2 Phase Leaders

If you have queries or concerns about your child, whether these be academic, social or emotional, please speak to your child's class teacher as a first point of contact. We truly value open and personal communication and believe that many questions or concerns are best addressed face-to-face. Wherever possible, we ask that you speak to the class teacher in person at the end of the school day, where they will be happy to discuss the query or concern with you. If you are unable to do this in person, we can arrange for the class teacher to give you a phone call after school. As our teachers are busy teaching during the school day and may have other commitments after school, please allow up to two working days for a call back. Your child's phase leader can also support with any further concerns.

Senior Leadership Team

Miss Victoria Hamilton – Assistant Head for Inclusion (Special Educational Needs and Disabilities Coordinator, SENDCo & Deputy Designated Safeguarding Lead, DDSL)

Ms Rosa Cashman – Deputy Head (Deputy Designated Safeguarding Lead, DDSL)

Mr Paul Gilbert – Headteacher (Designated Teacher & Designated Safeguarding Lead, DSL)

Miss Hamilton (AHT for Inclusion/ SENDCo) is available to offer advice and guidance if your child requires additional support academically, socially or emotionally. For more information about the additional support we can provide please see our website. If you have any questions, please speak to your child's class teacher or Miss Hamilton.

The Senior Leadership Team work closely with your child's class teacher to ensure that children are well supported and happy in school. If you require a meeting with the Senior Leadership Team, please contact the school office to arrange this.

Chair of Governors – Michelle Charnley

Home/School Link Worker - Teresa Doe. Teresa works at Cranmere on a **Wednesday morning** and is available to offer 1:1 sessions with parents to support with a range of family needs. If you would like to contact Teresa for support, please email fs@cranmere.surrey.sch.uk

We look forward to working closely with you over this academic year.

Yours sincerely,



Mr Paul Gilbert