



13 March 2024

Dear Parents

Thank you to all who came to the meeting where we discussed the proposal that Colman Infant and Colman Junior schools join Unity Schools Partnership and thank you to all who replied to the governors' consultation about this.

We are delighted to report that:

- having considered all the responses received, governors resolved unanimously to press ahead with the schools joining Unity Schools Partnership
- Norfolk County Council have worked very fast with Unity Schools Partnership to do all the necessary work to enable the paperwork to be completed in time for the two schools to join Unity Schools Partnership on 1<sup>st</sup> April 2024
- Mrs Guy will start as Executive Head across the two schools on the first day of the summer term
- Unity Schools Partnership have asked all governors to stay on and become the new Local Governing Body for the school

We are excited about the future and commit ourselves to providing the best education we possibly can for your children. Colleagues from Unity Schools Partnership continue to visit the school, working with leaders to secure a smooth transition.

Early next term, Mrs Guy will be inviting parents to an event to meet her and for her to discuss with you important priorities for the school's work – please see a letter from Mrs Guy on the next page.

Yours sincerely

Tim Coulson  
Chief Executive, Unity School Partnership

Karen Gardner  
Chair of Governors, Colman Federation



13 March 2024

Dear Parents and Carers,

I wanted to write to you ahead of starting at The Colman Federation as I am excited to be imminently leading the schools.

I chose to apply for this role as I am passionate about the local community. I live locally and have a child who attends a local school, so this is a really important role that I am truly invested in. I feel very lucky to have an opportunity to be such an integral part of the community. I want the schools to be excellent schools providing children with the best education and opportunities possible.



I am commencing the role at a time of significant change for the schools and so hope my career history will offer you some assurance that I have the ability, to serve the schools and children moving forwards:

- Proven track record of raising achievement in schools.
- Experience leading schools which serve children of all ages (2 – 19 years).
- Achieved outstanding Ofsted Inspections in schools.
- Special Educational Needs Coordination experience.
- Experience chairing community groups.
- School governance experience.

Additional to this, the schools are joining the Unity Schools Partnership which will ensure support for the school moving forward. There will be many positive additions to school that will ensure children have the best possible educational experience, however I understand that whilst this is exciting, any idea of any change will be worrying. **Therefore, communication with yourselves, the school staff and children is going to be the key!**

The first half term will focus on assessing the development needs of the school. This will be done collaboratively with the trust, school staff, children and local governing board. This will be a busy term and we will also be awaiting the start of Miss Walls, who will be Deputy Headteacher of the Junior School. During this time Mrs Neate-Evans will remain in place to support the handover period. I am already working closely with her.

I am offering some key dates to ensure that you know the points at which there will be involvement opportunities for parents/carers:

Date	Engagement Opportunity
28 <sup>th</sup> March 2024	Update letter from Executive Headteacher ahead of Easter break focusing on the term ahead.
17 <sup>th</sup> April 2024	Meet and Greet - 15.30 - 16.00 Meet the new Executive Headteacher
19 <sup>th</sup> April – 26 <sup>th</sup> May 2024	Surveys launched  -Parents -children - Staff  Point in time feedback opportunity for stakeholders.
8 <sup>th</sup> May 2024	Executive Headteacher Presentation – The Journey Ahead 18.00 - 19.00  - Priorities ahead - Survey feedback
3 <sup>rd</sup> July	Executive Headteacher Presentation – The Journey Ahead 18.00 - 19.00  - Priorities ahead – Update - Planning for next academic year
5 <sup>th</sup> July	PTA School Fete 15.30 - 17.30  Bring your family and friends along to this important fundraiser for the school.

You will also find me on the school gates daily after Easter which is an excellent opportunity to say hello and discuss any informal matters day to day.

In the meantime, if you see me around Eaton Park or Norwich, please feel free to say hello and introduce yourselves. I am very excited to meet you all.

Yours sincerely,

Mrs Guy  
Executive Headteacher (from start of summer term)