



West Hill Primary School
(a partner in the SMILE Learning Trust)
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Headteacher: Cheryl Boulton



Update from the IEB

Dear Parents and Carers,

I write to update you about the current absence of Mrs Boulton from work, a change to the role of Chair of the Interim Executive Board (IEB) and work the IEB has so far undertaken, and with a request for your help in providing the IEB with information about the school via a parental survey.

1. Mrs Boulton remains absent from work, with a return date as yet unknown. In the meantime, I have asked Mr Pantling to continue to lead the school, and to do so with the on-going assistance of colleagues from the Fort Federation. I recognise this is an uncertain time for the children, staff and wider school community, and reassure you that the arrangements will remain under constant review by the IEB, and any changes notified to you.
2. The workload of the IEB is such that Fiona Hammans has regrettably found it necessary to step down as the Chair. I am very grateful for all the work she has done since November in supporting your work in school. With effect from 7 February, I have taken over from Fiona and will be the Chair of the IEB going forwards. Since the start of this term, the IEB has undertaken to the following:
 - Spot-check monitoring school visit to ensure the policy relating to the management of EpiPens in school is being adhered to. This involved visiting classrooms, overseeing lunchtime arrangements, speaking with staff and viewing the school's near-miss log.
 - Commissioned a Teaching and Learning visit from the school effectiveness partner Mark Walker from Devon Education Services.
 - Commissioned SEND support and classroom visit from Hannah Jones from Devon Education Services, working with the in-school SEND team.
 - Requested a full Health & Safety review visit to take place after Half Term.
 - Directed the school to register with The Allergy Team, an organisation that provides training and advice on allergy management and the reduction of risk.

3. I am aware that at the request of the IEB, some parents and carers have already completed a survey aimed at helping the IEB understand what further work might be required to help improve the school. I thank those of you who have already responded, but in the interests of ensuring that the IEB is as fully informed as possible, I would be most grateful if you could take some time to complete and return the online survey to the IEB by clicking the link: <https://forms.gle/KxBU7zGhphmng9ah9> All responses will be treated with the strictest confidence.

Thank you for your cooperation and on-going support for West Hill Primary School.

Iain Grafton MBE – Chair – Interim Executive Board.