

26th June 2025



Dear Families,

Today the children have met their new teachers and class for September. This is always an exciting day for the children and I hope they enjoyed. We recognise how important it is for the children to get to know their new teachers so there will be several days over the coming weeks where they will spend time together. Below is a list of classes and staff for September:

Current class and teacher	Class and teacher in September	Teaching Assistant(s)
Nursery (rising 3s)	Nursery AM Mrs Baker-Brian	Miss L Sargeant Mrs Roberts Ms Baker Miss Eapen
	Nursery PM Mrs Baker-Brian	
Nursery Mrs Baker-Brian	Reception Ms Owen	Mrs D Sargeant
	Reception Mrs Protheroe (Monday-Thursday) Mrs Jonas (Fridays)	Miss Amery Miss Jarvis
Reception Ms Owen	Year 1 Mrs Jonas/Mrs Lace	Mrs Michaels
Reception Miss Worth	Year 1 Miss Worth	Miss West
Year 1 Mrs Jonas/Mrs Lace	Year 2 Miss Harries	Mrs Magee
Year 1 Mrs Protheroe	Year 2 Mrs McLaggon/Mrs Cottle	Ms Causley
Year 2 Mrs Glen/Mrs Fancourt	Year 3 Mrs Macdonald	Mrs Richards
Year 2 Miss Harries	Year 3 Mrs Lewis (Monday-Thursday) Mr Hartland (Fridays)	Miss Lewis
Year 3 Mrs Lewis	Year 4 Miss Fedeli	Miss Booth
Year 3 Mrs Macdonald	Year 4 Mrs Wiggins	Miss Marston
Year 4 Miss Fedeli	Year 5 Miss Cosslett	Miss Levett
Year 4 Miss Hewitson	Year 5 Miss Hewitson	Miss R Matthews
Year 5 Miss Cosslett	Year 6 Miss Morris/Mrs Mings	Mrs Rice
Year 5 Mrs Monico	Year 6 Mrs Monico	Miss Higgs
SRB 1 Mrs L Matthews	SRB 1 Mrs L Matthews	Mrs B Matthews Miss White Mr Jones Miss R Sargeant Miss Malpas Miss Baldwin
SRB 2 Mr Boyce	SRB 2 Mr Boyce	
Hive 1 Mrs Budge/Miss Stone		
Hive 2 Mrs Lloyd/Miss Newell		
Hive 3 Miss E Jones/ Mr Walsh/Miss Sheeley		
English as an Additional Language class Mrs Walton/Miss A Jones		

Windsor Clive Primary School
Grand Avenue, Ely, Cardiff, CF5 4XH

Telephone: 029 20591297

Email: windsorcliveprm@cardiff.gov.uk

Website: www.windsorcliveprm.co.uk

Headteacher: Mr K Fisher

Deputy Headteacher: Mrs N Mings

Assistant Headteacher: Mrs D Harris



Staff leaving

At the end of this term we will say goodbye to a few of our amazing staff:

- **Mrs Jenkins**, Year 1 teaching assistant is retiring after many years of dedicated service. We wish Mrs Jenkins a very happy and healthy retirement!
- **Mrs Fancourt**, Year 2 teacher is leaving after a long career at Windsor Clive where she has taught lots of the children (and parents!). We wish Mrs Fancourt the best for her new career and future and thank her for her incredible work.
- **Mrs Glen**, Year 2 teacher is leaving us. Thank you Mrs Glen and good luck!
- **Miss Selby and Miss Stubbs**, two of our teaching assistants, are heading off to university for teacher training. All the best to both of you!
- **Miss Redmore**, one of our Nursery teaching assistants will be taking maternity leave. We wish Miss Redmore a very happy time off school being a mum!

We will be welcoming the following new staff to our team:

- **Ms Baker** and **Miss Eapen** will be teaching assistants in our Nursery.
- **Miss Jarvis** will be working as one of the teaching assistants in Reception.
- **Miss West** will be in Year 1 as a teaching assistant.
- **Mrs Cottle** will be a teacher in Year 2 job sharing with Mrs McLaggon.
- **Mrs Richards** will be moving from midday supervisor to Year 3 teaching assistant.
- **Miss Malpas** and **Miss Baldwin** will be new teaching assistants in the SRB.
- **Miss Harris** will be a new midday supervisor.

Summer Fayre

Next Friday, 4th July is our annual Summer Fayre. This will take place from 3pm on the Junior Playground or inside if wet. Please come and visit as this is a great fundraiser for the school. All money raised will be spent directly on resources for your children.

Thank you for your continued support. Please contact me if there are any questions or concerns.

Yours faithfully,

Kim Fisher

Headteacher

Kim.Fisher@cardiff.gov.uk

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Key Dates for June and July 2025

Friday 27th June – 2.00 – SRB Sports Day

Tuesday 1st July – 9.00-11.00 – Families Learning Together for Year 3-5

Tuesday 1st July – 1.30-3.00 – Family Gateway

Wednesday 2nd July – Year 5 Children’s University Graduation

Thursday 3rd July – 9.00 – Reception moving up to year 1 coffee morning for parents/carers

Thursday 3rd July – 2.30 – Community Shop

Friday 4th July – 3.00 - Summer Fayre

Tuesday 8th July – 9.00-11.00 – Families Learning Together for Year 3-5

Tuesday 8th July – 1.30-3.00 – Family Gateway

Thursday 10th July – 10.00 - Year 6 Leavers’ Concert

Friday 11th July – Reports sent out to parents/carers

Tuesday 15th July – 9.00-11.00 – Families Learning Together for Year 3-5

Thursday 17th July – Year 6 Leavers’ Party

Friday 18th July – Last day of term

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Do you need advice or support?

Please see details about Cardiff Parenting which is free and very supportive.

Family Gateway are at Windsor Clive every Tuesday at 1.30pm. Please ask Miss Gilbert if you would like to book an appointment.



Safeguarding Statement

Keeping your child safe is our main priority at Windsor Clive.

If your child tells a member of school staff that they have been hurt by another adult or is going to be hurt then that member of staff has a duty to report this to the school's Designated Safeguarding Persons who are Mr Fisher, Mrs Mings, Mrs Harris and Mr Boyce.

The Designated Safeguarding Person will sometimes need to share this information with Cardiff Children's Services for advice and support. You may be informed that this is happening unless advised otherwise by Children's Services.

Please understand that when we do this, we are following the Wales Safeguarding Procedures and are not making judgements about families.

The needs of the child come first.

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