



Samuel Cody School

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Headteacher: Mrs S Chinnappa BSc M.Ed. NPQH

23rd April 2025

Dear Parents/Carers,

I hope that you all had an enjoyable Easter break.

I am writing to you today with an important staffing update. There are going to be some changes to staffing and it is important that you are notified in good time so that any concerns or questions can be addressed.

The first staff announcement involves the KS3 Lead role based in the secondary school. As you know, Mr King has been the KS3 Lead for the past 5 years and has been a great ambassador for the school and the students with whom he has worked. From September 2025, Mr King will be moving onto managing a new project for the school which will mean that he will no longer have the time needed to manage KS3. I would like to emphasise that Mr King is not leaving the school, but is moving into a different area of responsibility, and will remain a strong presence within the school's Senior Leadership Team (SLT).

As a result of the expansion of the school, there is no capacity for an existing member of SLT to cover the role of KS3 Lead and its associated responsibilities. We have therefore recruited a new member of SLT to lead KS3 in the secondary school from September 2025. After a tough selection process, Mrs Steph Oliphant has been appointed to take over this role. Parents of current YR 7 and YR 8 students who attend the secondary school will be able to meet her at a coffee morning on Wednesday 21st May between 09:30 and 10:30. Mrs Oliphant comes to us with a wealth of experience within SEND and I know that you will all make her feel very welcome.

The second staff announcement involves myself. Earlier this year, I informed the Governors of my intention to enter into a period of phased retirement for one year starting in September 2025, with a view to fully retire from Headship at the end of August 2026.

To support me in this endeavour, Governors invited members of the SLT who were interested in dedicating the next five years to Samuel Cody and who would be potentially interested in applying for the permanent full-time Headship from September 2026, to apply for the opportunity to act as a Co-Headteacher alongside me for a year starting in September 2025. After a rigorous interview process, Governors have appointed Ms Rebekah Brumby, currently Deputy Head of School at Cody Oaks, to undertake this role from September 2025.

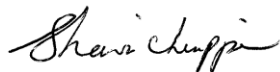
From September Ms Brumby and I will share my office. I will be in school for three days a week from Monday to Wednesday and Ms Brumby will be based in the secondary school in the Headteacher's office from Wednesday to Friday. Ms Brumby will continue to be based at Cody Oaks on Mondays and Tuesdays. For those of you who have not met Ms Brumby, there will be opportunities to meet her at some of our upcoming school events such as the

Summer BBQ later this term. I am sure that you will offer your encouragement and support to Ms Brumby as she moves into her new role.

This approach offers the school several benefits. One is that it supports the mental and physical health of myself and gives opportunities for an aspiring Headteacher to receive some great Continuing Professional Development. The role of the Headteacher is a stressful and lonely one at times, and so it will be nice to share the responsibility for a while. Governors will advertise for my full-time replacement in January 2026 with a view that the new permanent Headteacher will be in post from September 2026. All other senior leadership responsibilities across the school remain unchanged.

I would like to thank you for all for the support that you have shown me over the past five years and would ask that if you have any questions regarding the plan for next year that you contact me in the first instance.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Shan Chinnappa'.

Mrs S Chinnappa
Headteacher
Samuel Cody School