ALL DIFFERENT, ALL EQUAL, ALL LEARNING

Drayton Community Infant School
School Road
Norwich
NR8 6EP

Tel: 01603 860272
Email: officedrayton@istnorfolk.co.uk
Website: www.draytoninfantschool.co.uk

Partnership Head: Sarah Hutt

Nightingale Infant and Nursery School
Nightingale Drive
Taverham
Norwich
NR8 6LA
Tel: 01603 867976

Email: officenightingale@istnorfolk.co.uk
Website: www.nightingaleinfant.co.uk

Partnership Head: Sarah Hutt

3rd September 2026

Dear Drayton and Nightingale Families

A very warm welcome to all of our new families joining the Drayton and Nightingale partnership and a welcome back to everyone returning after a very sunny summer holidays. I hope you and your children were able to enjoy time together as a family and like us, are looking forward to the new year ahead.

It was a pleasure to welcome the Nightingale children through the gate this morning I am looking forward to doing the same at Drayton tomorrow.

As many of you know, I have the pleasure of being the Partnership Headteacher, meaning I oversee the leadership of both Drayton Infant and Nightingale Infant and Nursery. I will be trying my best to spread myself evenly across the week, spending the majority of the beginning of the week at Nightingale and the end of the week at Drayton, with some half days in between to ensure I can very much be part of the whole week in both schools.

Mrs Boyce is the Deputy Headteacher and SENDCo at Drayton, working every day and is usually the first point of contact for day to day matters. Mrs Findlay has the same role and responsibilities at Nightingale, working Wednesday-Friday.

Mrs Dobson, our Family Liaison Support has increased her working hours, now having two days in each school every week. As well as supporting families in a range of ways, Mrs Dobson oversees attendance, leads on many aspects of safeguarding and works in partnership with the SENDCos to ensure a joined up approach for children and families requiring additional support.

With our partnership being well established for some time and with many systems working across the schools, days are flexible however while someone may be based in one school, they are still contactable and working for both. Many of our staff lead areas of the curriculum across both schools, work together on school improvement to provide support and challenge and some share their time to enable us to provide a wide, varied and specialist level of support.

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As with any new school year, there is always lots of information to share and we know this can feel overwhelming. This year there are some key national changes and additions along with the usual updates which are key in sharing with you.

Our aim is to filter this information to you over the coming days and weeks to ensure you have everything you need. We strongly urge you to read our weekly newsletters which come out every Monday. This includes key pieces of information such as dates and events as well as some of the celebrations which have taken place in school. We are in the process of updating how we put this together and send it to make it more accessible to parents following your feedback.

Key information which will be coming in the next few days:

- Attendance letters - this is a legal requirement for schools to send annually. We will follow this up with some more information about what this looks like in our schools, giving an overview of the Attendance Policy which we hope you will find useful.
- Anaphylaxis & Allergy updates - this is a statutory policy which came into effect on 1st September 2026. Our schools have this policy; all staff have received training this week and additional measure have been put into place. We will share some of the changes and processes with you.
- Safeguarding policy and the updates from Keeping Children Safe in Education - these are documents which are updated every year and which all schools must follow. Key changes you will see include the use and storage of mobile devices in school and screen time. We will share more information with you but want to highlight the importance of mobile phones being kept in bags and pockets when dropping off and picking up. We ask you strictly follow this policy at all times.
- Home School Agreement & Parent Code of Conduct
- Physical intervention - while the intervention and support children receive has not changed, the record keeping and reporting of any physical intervention from staff changed last term. We will be sharing information with all parents in more detail.

We will of course be sharing with you PE days, up and coming dates, parent events and clubs once all of these have been confirmed as well as curriculum information so we can work closely together to support your child's learning. Our aim is to collate dates for the term and share them with you as soon as possible so you have as much notice as possible. Later this half term I will also be sharing our school improvement areas for the year, reflections from last year and would greatly welcome your views.

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I hope you and your child have a great first week back. If you have any worries, concerns or questions please don't hesitate to speak to your child's class team, someone in the office or speak to myself or one of my leadership team when out on the gate in the morning or afternoon.

Yours sincerely

S Hutt

Sarah Hutt
Partnership Headteacher

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