



### NEWSLETTER

Friday 22<sup>nd</sup> May 2026

Dear Parents /Carers,

## SCHOOL CLOSED

***Hillcrest Primary School will be closed between Monday 25<sup>th</sup> and Friday 29<sup>th</sup> May (inclusive) for the Whitsun half-term break. School will reopen at the usual time on Monday 1<sup>st</sup> June.***

### New Classes for September 2026

Please find below a table which tells you which teacher your child will have next year. The column on the left shows you the class names for next year whilst the third column (class being adopted) is where you will find your child's current class.

The current Year 1 classes will remain in the same classrooms when they move up to Year 2 next year. The current Reception children will move into the existing Year 2 classrooms next year when they become Year 1s.

Class for Sep 26	Teacher	2025/26 Class being adopted	Room Changes
Suns	Mrs Spademan (Mon – Wed) Mrs Pepper (Thur – Fri)	N/A	
Moons	Miss O'Dea	N/A	
Nebulas	Miss Longworth	Moons	In current Planets Room
Meteors	Mr Chalkley	Suns	In current Comets Room
Comets	Miss Hancox	Nebulas	In current Nebulas Room
Planets	Mrs Parlett	Meteors	In current Meteors Room
Mercury	Mrs Roberts	Comets	
Pluto	Miss Easter	Planets	
Mars	Mrs Wardle	Mercury	
Saturn	Mrs Farr (Mon – Tue) Mrs Whittaker (Wed – Fri)	Pluto	

Jupiter	Mrs Muskett	Saturn	
Venus	Mr Frost	Mars	
Neptune	Mrs Cawley	Jupiter	
Earth	Mr Steel	Venus	

## Meet the Teacher Evenings

In order to give parents the opportunity to meet their child's new class teacher for next year, we will be holding Meet the Teacher Evenings towards the end of term.

On Tuesday 7<sup>th</sup> July at 5pm, parents of children who will be moving into Year 2, 4 and 6 will get the opportunity to hear from their child's new teacher and to ask any burning questions they may have. Parents of children moving into Years 1, 3 and 5 will get the same opportunity at 5pm on Wednesday 8<sup>th</sup> July.

## Time-Change Consultation Has Ended

Thank you to all of the parents who have either emailed their views through the Consultation@ email address or who completed the online Microsoft Form to share their position on the proposed changes.

The period of consultation has now drawn to a close and after we return from the half-term break, the Management Team and the Governing Body will consider the responses received before reaching a conclusion about the way forwards.

All parents will be informed on Friday 5<sup>th</sup> June of the outcome.

## Pedestrian Crossing

Hillcrest Primary School plan to approach the local authority to request that they consider placing a pedestrian crossing somewhere in close proximity to the school.

Issues with parking down Hillcrest and Civray, amongst other streets, has been a longstanding concern over a number of years. Most schools, whether they be in built-up urban areas, housing estates or villages, all suffer from traffic concerns around drop-off and pick-up times. There are few schools who have nailed the problem, especially in an era where families have more cars within each household, there are more cars on the streets and more families choosing to pick their children up by car.

The recent consultation again highlighted those fears about the traffic situation.

Therefore, we have approached the newly-elected Norfolk County Councillor for the area as, initially, any request to the local authority for a new pedestrian crossing would benefit from their support.

## **Mobile Phone Use**

A small number of children were caught this week entering the school grounds with their mobile phones still on and taking photos whilst on the school site.

We would like to remind all of the children, and their parents, that any children bringing mobile phones to school should ensure they are switched off and in their school bags as soon as they enter the grounds of the school. They should then be handed in to the staff as soon as they enter their classroom.

As part of our Mobile Phone Use Policy, it is made clear that we have the power to confiscate any mobile phone that a pupil is seen using on the school site or that they have failed to hand in to the staff at the start of the day.

All Designated Safeguarding Leads including Mr Try, Mr Martin, Mrs White, Mrs Wardle, Mrs Muskett, Mrs Stretton, Miss Hancox and Mrs Rayner are authorised to confiscate mobile phones and keep them for as long as they wish. This means that phones confiscated during the course of a day may not be given back to the child at the end of the day and, in some cases, the school may keep the phones over the course of a weekend, or longer, before giving them back. It is entirely in the school's power as to how long they choose to confiscate the phone for.

The Education and Inspections Act 2006 gives schools full power to retain a child's mobile phone for as long as they wish if the child has used it on the school site or chosen to keep hold of it against the school's policy.

## **Class Drop-Ins**

The remaining Summer Term Class Drop-Ins will take place between 8.45 and 8.55am on the following dates...

- Wednesday 24<sup>th</sup> June
- Wednesday 15<sup>th</sup> July

## **Hillcrest is a No Smoking or Vaping Site**

A reminder to all adults coming on to the school site to pick children up or drop them off, that we are a 'No Smoking or Vaping' site. We have had reports recently of adults continuing to vape as they walk around the school premises. Please ensure that you are no longer smoking or vaping as soon as you have entered through one of the school gates.

## **Scooters and Bikes**

Whilst we welcome and encourage more children to cycle or scooter to school, can you please ensure that children (and adults) get off their bike/scooter once they enter the school site. The children then need to push their bikes/scooters to the cycle rack.

The same should happen in reverse when going home. A child was knocked over in the playground this week at the end of the day by a child who rode their bike across the school playground. Bikes and scooters should be pushed until the child gets to the school gate.

## Attendance Matters

Class	Target for April/May	ACTUAL FOR APRIL/MAY	Target for June
Moons	96%	97.12%	98%
Suns	96%	91.28%	96%
Meteors	96%	97.23%	98%
Nebulas	96%	96.41%	97%
Comets	96%	93.78%	96%
Planets	96.50%	98.37%	99%
Mercury	99%	97%	97.50%
Pluto	98%	97.60%	98%
Mars	96%	96.62%	97%
Saturn	97%	96.13%	97%
Jupiter	98%	98%	98.50%
Venus	97.50%	96.73%	97%
Earth	96%	94.48%	96%
Neptune	96%	95.40%	96%

Well done to Moons in Reception, Meteors and Nebulas in Year 1, Planets in Year 2 and Mars in Year 4 for beating their target for the months of April & May. Well done also to Jupiter in Year 5 for meeting and equalling their target for the period.

A huge well done to Planets Class in Year 2 for being the most well-attended class in the school on 98.37%.

## Job Vacancies

We currently have three vacancies at Hillcrest. One is a permanent position for an EYFS Teaching Assistant and the other two roles are for Classroom Assistants across other areas of the school on a one-year contract from September. Full details can be found below...

### Classroom Assistant – Fixed Term of 1 Year

#### 2 positions available

**Hillcrest Primary School**

**Hillcrest**

**Downham Market**

**Norfolk**

**PE38 9ND**

**Tel: 01366 388191**

## **Classroom Assistant**

**Scale C, Spinal Point 5**

**26 hours per week @ £13.26 per hour**

**The successful candidate will also be expected to take on a separate contract for an MSA role**

**Scale A, Spinal Point 3**

**6.25 hours per week @ £12.85 per hour**

Required from 1<sup>st</sup> September 2026 (until 31<sup>st</sup> August 2027)

Do you have any experience and/or training with primary aged children?

Are you an excellent practitioner who knows how to motivate polite, well behaved children and support teaching colleagues to bring them on with their learning?

Can you embrace the challenge of supporting children to make progress with their learning regardless of their starting point?

***Can you manage the daily challenges that come with supporting a child displaying behavioural difficulties whilst supporting that child to make progress despite those difficulties?***

We require 2 x Classroom Assistants from September 2026. The successful candidate should be prepared to work across any age group within the school if required. Both positions would be fixed term for one year.

Visits to the school are encouraged. Please make an appointment with the Headteacher, Mr Matthew Try, through the School Office at Hillcrest Primary School.

Please apply using the Norfolk County Council support staff application form. Please do not send CVs. Emailed applications will be accepted.

Please send completed application forms to the Headteacher, Mr Matthew Try, at [head@hillcrest.norfolk.sch.uk](mailto:head@hillcrest.norfolk.sch.uk)

Closing date: Thursday 4<sup>th</sup> June, 3.30pm

Interviews: Wednesday 17<sup>th</sup> June

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## **EYFS Teaching Assistant at Hillcrest Primary School**

Hillcrest Primary School  
Hillcrest  
Downham Market  
Norfolk  
PE38 9ND

Tel: 01366 388191

Email: [head@hillcrest.norfolk.sch.uk](mailto:head@hillcrest.norfolk.sch.uk)

Head Teacher: Mr Matthew Try

- **Permanent**
- **26 hours per week @ £13.26 per hour**
- **Monday - Friday**

- **Term-Time + 1 week**
- **Salary: Band C5**
- **Required from 1<sup>st</sup> September 2026**
- **Must have training and/or extensive experience within EYFS**

**The successful candidate will also be required to hold a separate contract as a Midday Supervisor for 6.25 hours per week on Scale A3 £12.85 per hour**

Our school is looking to appoint a Teaching Assistant who has a real understanding and passion for supporting and teaching children within EYFS.

The role will be 5 days per week and involve you working across our Reception classrooms to support with the care and education of the children.

You must be able to effectively support the EYFS Lead and Class Teachers, by delivering high quality, creative, child-centred and challenging learning experiences to individuals and smaller groups.

We would like to interview you if you:

- Have any relevant qualifications appropriate to the school setting in the area of EYFS Teaching Assistant **OR** you have recent training in any of these areas;
- It is desirable although **NOT ESSENTIAL** to hold a TA qualification;
- Experienced in delivering academic interventions to a high standard;
- Have excellent experience and/or a talent in working with children within the Early Years setting;
- Can use and develop ICT effectively to support and enhance learning;
- Have excellent literacy and numeracy skills.

Hillcrest is a large primary school (402 pupils at time of publishing advert) located on the outskirts of Downham Market, Norfolk and set on large grounds. We are a welcoming and friendly school to work in, with wonderful children who are keen to learn; supportive governors and families; a committed and hardworking staff team.

A visit to the school is strongly recommended. For more information or to arrange a visit please email [head@hillcrest.norfolk.sch.uk](mailto:head@hillcrest.norfolk.sch.uk)

A Job Description and Specification are available to download from the Educator Solutions website. Completed forms can be returned to the school via email to [head@hillcrest.norfolk.sch.uk](mailto:head@hillcrest.norfolk.sch.uk) or by post.

**Closing date: Thursday 4<sup>th</sup> June at 3.30pm**

**Interview date: Wednesday 17<sup>th</sup> June 2026**

**Our school is committed to safeguarding and promoting the welfare of children and young people and expects all staff, governors and volunteers to share this commitment. Employment is subject to an enhanced DBS check and satisfactory references. This post comes under the requirements of the Childcare (Disqualification) 2009 regulations and the successful applicant will be required to complete a declaration form to establish whether they are disqualified under these regulations.**

**NEXT NEWSLETTER IS OUT ON FRIDAY 26<sup>th</sup> JUNE**