

# Bushmead Primary School

Bushmead Road, Eaton Socon, St Neots. PE19 8BT  
Web: [www.bushmead.cambs.sch.uk](http://www.bushmead.cambs.sch.uk) Tel: 01480 375375

Head Teacher: Mr Steve Down  
Deputy Head Teacher: Mr Mark Leonard

21st November 2025

Dear Parents / Carers of children in Chestnut and Sycamore class.

As you may be aware Miss Ritchie is stepping into the role of Assistant Head in January 2026. We have therefore been recruiting to replace her as Sycamore class teacher. As you would expect we only accept applicants that are of a high enough quality to join our teaching team. This has proven difficult and we therefore have not been able to find a suitable replacement.

We clearly have to fill this position so have made the decision to move staff internally within school to ensure we have teachers in place for January. We have thought carefully about the potential disruption moving staff will cause and looked at the relevant skill sets of staff to help minimise this. As a result, Mrs Row will be moving into Sycamore class and Miss Bryan will be moving into Chestnut class when we return from the Christmas break. Miss Bryan will be supported in class by Mrs Meeks and Mrs Howlett with Mrs Row being supported by Mr Smith and Mr Wood. We will ensure that in the 2 weeks before Christmas, transition work will take place with all the adults involved. We have shared this news with the children in both classes today. I will be on the gate on Monday morning to answer any questions you may have.

I appreciate that this is not ideal for any of the children involved and that some of the children in Year 4 have had staffing disruption in previous years. In making this decision I have looked at our tracking data which clearly shows that the vast majority of children in Year 4 have made expected or better progress throughout their schooling.

As ever, if you have any queries then please do not hesitate to either see myself or Mr Leonard on the gate, alternatively contact the school office to make an appointment to see me.

Yours sincerely

Steve Down  
Headteacher



High Expectations

High Achievements

Rich and Varied Curriculum