



**Springfield  
Primary**

PART OF:  
**challenger** multi-academy trust

**Springfield Primary**

Orchard Street  
Kempston, Bedford  
Bedfordshire  
MK42 7LJ

**telephone:** (01234) 306000

**Head of School:** Mrs Claire Andrews  
candrews@springfieldprimarieschool.org.uk

**email:**  
office@springfieldprimarieschool.org.uk

**website:**  
www.springfieldprimarieschool.org.uk

29<sup>th</sup> October 2018

Dear Parents/Carers,

Over the half term break the school suffered a massive sewage pump failure resulting in 6 classrooms being badly affected.

We have been working hard to find ways in which we can operate as a school with limited capacity. For this reason, years 5 and 6 will be **relocated to Daubeney Academy for the immediate future**. All their resources have been moved and their Teachers and Support Staff will be there as normal.

**Tuesday 30<sup>th</sup> October onwards**

School **CLOSED** to Reception, year 1, 2, 3 and 4 students.

All year 5 and 6 students will register at Daubeney Academy at 8.45am. The Drama Hall will be open from 8.30am, parents and carers are welcome to drop in with their children. All medical supplies, emergency contact information and care plans will be held at Daubeney. The pupils will be registered on site at Daubeney. If you need to collect your child, then you must go to the Daubeney office. At the end of the school day, pupils will be dismissed from Daubeney.

There will be notice boards displayed with all the relevant information and staff will be on hand to support.

**Wednesday 31<sup>st</sup> October**

Reception, year 1, 2, 3 and 4 pupils to arrive at Springfield at the normal time. Reception, year 1 and 2 pupils are to gather together in the main Hall.

Year 3 and 4 pupils are to go to their normal classrooms.

**Lunchtime arrangements**

Year 5 and 6 pupils will have their lunch (cooked by Springfield catering staff) at Daubeney at their regular lunchtime. Payment for lunches to continue as normal via Parent Mail or at the Springfield office.

Lunchtime for all other pupils will continue as normal at Springfield.

**Absence reporting**

All absences should be reported to Springfield main office by 9.15am on the day of absence.





**Springfield**  
Primary

PART OF:  
**challenger** multi-academy trust

**Springfield Primary**

Orchard Street  
Kempston, Bedford  
Bedfordshire  
MK42 7LJ

**telephone:** (01234) 306000

**Head of School:** Mrs Claire Andrews  
candrews@springfieldprimarieschool.org.uk

**email:**  
office@springfieldprimarieschool.org.uk

**website:**  
www.springfieldprimarieschool.org.uk

For parents of year 5 and 6 pupils, if you need to collect your child for any reason (eg medical appointment), please inform the office at Springfield who will notify Daubeney that you will be collecting your child from Daubeney.

**School clubs**

All pre and after school clubs for all students have been cancelled for the remainder of this week.

If your child attends Dawn til Dusk, please continue with your usual arrangements. You will be contacted by Springfield staff should there be any need to discuss any specific details in relation to your child.

Yours sincerely

*Claire Andrews*

**Mrs C Andrews**  
**Head of School**

*Kate Holland*

**Kate Holland**  
**Director of Education**

