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Monday 19 September 2016

Dear Parents,

### Teachers' PPA Cover

As I'm sure you are aware, providing teachers with Planning, Preparation and Assessment (PPA) time is a statutory requirement. This is an allocated time where teachers are able to be away from their class (usually organised as a period each week) to undertake tasks such as planning lessons and marking etc.

In the past we have used teachers from supply agencies to cover classes to release teachers for PPA time, which hasn't always been as effective as we would have hoped. This year we have adopted a different approach which we know is a stronger model. I'm pleased to announce that within school we now have our own team of highly trained "Cover Supervisors" to fulfil this role. The team are all members of our existing staff whom many of you, and the children, already know extremely well. This also means that both our Class Teachers and Cover Supervisors have more time to plan thoroughly together to provide the best provision for our children. The work of our Cover Supervisors will continue to be regularly monitored and reviewed by the Leadership Team. Currently our Cover Supervisors are:

Karan



Leanne



Kelly



Janet



Natalie



I'm sure you will join me in welcoming them to this new role.

Yours Sincerely,

Ken Johnson

[headteacher@deptfordpark.lewisham.sch.uk](mailto:headteacher@deptfordpark.lewisham.sch.uk)

Head Teacher: Ken Johnson  
Deputy Head: Leona Baffour