

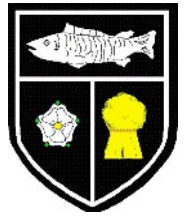


# ELVINGTON CHURCH OF ENGLAND PRIMARY SCHOOL

**'Working Together We Can All Achieve Success'**

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Headteacher – Mr. Andrew Buttery BA (HONS), PGCE, NPQH, NPQEL, SMHL



Friday 10<sup>th</sup> July 2026

Dear Parents/Carers,

## **Leadership Arrangements from September 2026**

I am writing to provide you with an important leadership update that will take effect from September 2026. This follows discussions with City of York Council regarding the establishment of an Executive Headship arrangement between Elvington Church of England Primary School and Headlands Primary School.

Although the approach from City of York Council was only confirmed last week, I am pleased to reassure you that arrangements have already been put in place to ensure a smooth transition and continued stability for our school community.

From September, I will take on the role of Executive Headteacher across both Elvington Church of England Primary School and Headlands Primary School. I would like to reassure you that I will remain the Headteacher of Elvington Church of England Primary School, regardless of whether I am working from Elvington or Headlands on any given day. This reciprocal arrangement will apply across both schools, enabling strategic leadership to be shared whilst maintaining strong leadership within each individual school.

To support this new structure, Mrs. Saltmer will assume the role of Acting Head of School at Elvington Church of England Primary School. Mrs. Saltmer will be responsible for the day-to-day leadership and management of the school, working under my strategic direction as Executive Headteacher.

Whilst I will retain overall accountability for the school, Mrs. Saltmer will provide the visible day-to-day leadership that ensures the school continues to operate effectively and delivers the high-quality education, care and support that every child deserves. This leadership model creates a clear distinction between strategic oversight and operational leadership, allowing the school to benefit from both long-term vision and strong daily management.

To enable Mrs. Saltmer to fulfil her enhanced leadership responsibilities, she will have increased leadership time within the school. This additional leadership time will be supported by Mrs. Smith, an outstanding teacher who already knows Class 2 well and has established positive relationships with the children.



“I have come in order that you may have life – life in all its fullness.” John 10:10

Mrs. Haffey will continue to play a key role within Elvington's Senior Leadership Team through her position as SENDCo. In addition, she will take on the role of Acting Lead Key Stage Two Teacher, further strengthening the leadership capacity across the school.

For a relatively small school, we are fortunate to have a staff team with a considerable wealth of experience and expertise. I know this was one of the key reasons why City of York Council approached Elvington Church of England Primary School to take on this opportunity, recognising the strength of our staff team and the quality of education we provide.

As part of these changes, it will no longer be possible for me to maintain my current teaching commitment alongside my Executive Headteacher responsibilities. To ensure continuity for our pupils, Mrs. Smith will teach my Monday and Wednesday afternoon lessons, whilst Mrs. Cole will cover my Friday afternoon teaching commitment. These arrangements have been carefully planned to provide consistency for the children and to maintain the high standard of education that our families rightly expect.

I firmly believe that this leadership structure presents an exciting opportunity for both schools. It will enable us to share expertise, strengthen collaboration and further enhance educational opportunities, whilst preserving the distinctive identity, values and ethos that make Elvington Church of England Primary School such a special place to learn.

Please be assured that the leadership team, Elvington's Governing Body and City of York Council are committed to ensuring a smooth transition. The education, wellbeing and happiness of every child will remain at the heart of everything we do.

Thank you, as always, for your continued support and the trust you place in us. I look forward to working alongside our dedicated staff team and our wonderful families as we begin this new chapter for our school.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A. Buttery', written over a vertical line.

Mr. Andrew Buttery