

Ilfracombe Infant & Nursery School Marlborough Road, Ilfracombe, EX34 8JL Executive Headteacher: Claire Grant

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Blog: www.ilfracombeinfantandnurseryblog.com/

Date: 7<sup>th</sup> March 2025

Dear Parents and Carers,

### World Book Day

The children really enjoyed making book marks, sharing class books, and listening to books read to them by famous authors.











#### Lions and Zebras - Ilfracombe Library Visit

The children had a wonderful time exploring the library resources and listening to 'The Runaway Pea' read by Cath, the Librarian.









#### Monday 10th March, Swans and Kingfishers, Visit to Dunster Castle, Minehead

Please can you ensure that your child has warm clothing and suitable footwear. The children will leave promptly at 8.30 am and arrive back to school at 4.40 pm. A school packed lunch will be provided.

## Tuesday 11th March, Swans and Kingfishers, Visit to Ilfracombe Library

Please ensure that your child wears suitable clothing and footwear for the visit to Ilfracombe library.

#### Reception and Year One, Inspirational Nature Workshop, RHS Rosemoor, Torrington

Please ensure that your child has warm clothing and suitable footwear. The children will leave and return during the school day and a school packed lunch will be provided. The coach will be departing from school at 9.10 am.

Tuesday 11th March - Zebras and Giraffes

Thursday 13th March - Elephants and Lions

Kind regards,

Claire Grant

Executive Headteacher

# Diary Dates

Monday 10 <sup>th</sup> March	Swans and Kingfishers, Visit to Dunster Castle
Monday 10 <sup>th</sup> March to Friday 14 <sup>th</sup> March	Parent/Carer Consultations
Tuesday 11 <sup>th</sup> March	Swans and Kingfishers - Ilfracombe Library Visit
	Zebras and Giraffes - Inspirational Nature Workshop, RHS Garden Rosemoor, Torrington
Thursday 13 <sup>th</sup> March	Elephants and Lions - Inspirational Nature Workshop, RHS Garden Rosemoor, Torrington
Tuesday 18 <sup>th</sup> March	Elephants and Giraffes - Ilfracombe Library Visit
Friday 21 <sup>st</sup> March	Comic Relief
Monday 31 <sup>st</sup> March	Giraffes and Zebras - Easter Craft Activities, parents and carers welcome to attend
Tuesday 1 <sup>st</sup> April	Lions - Easter Craft Activities, parents and carers welcome to attend
Wednesday 2 <sup>nd</sup> April	Elephants and Swans - Easter Craft Activities, parents and carers welcome to attend
Thursday 3 <sup>rd</sup> April	Kingfishers - Easter Craft Activities, parents and carers welcome to attend
Monday 7 <sup>th</sup> April to Monday 22 <sup>nd</sup> April	Spring holidays



## Administration Assistant Vacancy

37.5 hours per week, Monday to Friday, B Grade - £24,027 to £24,404 per annum pro rata

Term time to include non-pupil days

We are looking for a personable and thorough Administrator with a keen eye for detail to provide a welcoming, efficient reception service for the school.

The ideal candidate will have excellent customer service skills, both in person and on the telephone, and thrive in a busy working environment, working calmly under pressure to meet deadlines.

We are seeking an individual who is confidential, flexible and passionate about providing an excellent support service to our children, staff and visitors. Previous experience of working in a school office is not essential as full training will be provided.

The successful candidate will be required to work from both schools in our federation but will mainly be based at Ilfracombe Infant and Nursery School.

The Goodleigh C of E Primary School and Ilfracombe Infant & Nursery School Federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Online checks are completed for shortlisted candidates. An enhanced Disclosure is required for this post.

Please read our Safeguarding and Child Protection Policy here: <a href="https://www.ilfracombe-inf.devon.sch.uk/about-our-school/key-policies">https://www.ilfracombe-inf.devon.sch.uk/about-our-school/key-policies</a>

An application pack can be requested from the school office. Your completed application form should be returned by email to <a href="mailto:adminilfracombe@goodilf.org.uk">adminilfracombe@goodilf.org.uk</a> or can be printed and returned to the office.