



The Federation of Holy Trinity C of E Schools  
Church Lane  
Ripon  
North Yorkshire, HG4 2ES  
[www.htceschools.co.uk](http://www.htceschools.co.uk)  
Monday 2<sup>nd</sup> June 2025

Dear Parents,

## **Amalgamation of Holy Trinity Church of England Infant School and Holy Trinity Church of England Junior School**

On behalf of the Local Academy Council, I am delighted to update you regarding the amalgamation of the infant and junior schools. The Leeds Diocesan Learning Trust (LDLT) has received formal approval from the Department for Education for the amalgamation of Holy Trinity Infant and Junior Schools, effective from September 2025. From 1<sup>st</sup> September Holy Trinity Church of England Primary School will operate as a single primary school welcoming pupils from Nursery through to Year 6 on one site.

Holy Trinity Church of England Primary School will include pupils from Reception through to Year 6 (ages 4 -11) whilst continuing to provide nursery class provision for children aged 3-4. The school will continue admit up to 60 pupils a year, giving it the same Published Admissions Number (PAN). From September 2026 the school Published Admissions Number (PAN) will reduce to 30 pupils on admission to Reception. To clarify this will not affect current pupils in school. LDLT are the admission authority. They are currently liaising with North Yorkshire Admissions Team to clarify admissions arrangements for the new school. All pupils who are currently at Holy Trinity will be offered a place at Holy Trinity Church of England Primary School.

As parents I am sure you will have lots of questions regarding September 2025. As the amalgamation process progresses, I will continue to update parents. Currently, I can answer some questions including those raised as part of the amalgamation consultation.

### ***When will Holy Trinity Church of England Primary School open in September 2025?***

Holy Trinity Church of England Primary School will open to all pupils on Thursday 4<sup>th</sup> September.

Monday 1<sup>st</sup> September will be a closure day to enable all classrooms and furniture to be set up. Tuesday 2<sup>nd</sup> September and Wednesday 3<sup>rd</sup> September are now designated as training CPD days for all staff.

### ***Will there be changes to timings of the school day?***

There will be no changes to the timings of the school day.

**Start of the day** The school gates will open at 8.30am to pupils and parents. Classroom doors to Reception, Year 1 and Year 2 will open at 8.40am and close at the start of school for those pupils at 8.50am. Classroom doors to Year 3, Year 4, Year 5 and Year 6 will open at 8.45am and close at the start of school for those pupils at 8.55am. The school gate will close at 8.55am.

**End of the day** The school gates will open at 3.15pm to parents. Classroom doors to Reception, Year 1 and Year 2 will be opened at 3.20pm. Pupils will be supervised by teachers until collected by an adult. Classroom doors to Year 3, Year 4, Year 5 and Year 6 will open at 3.30pm again pupils will be supervised by staff until collected by an adult unless the school has written permission for Year 5 and Year 6 pupils to walk home independently.

**Nursery parents** will be advised about specific arrangements, again timings will not change, and parents will be able collect their children safely and securely.

***Where will my child be taught?***

Nursery and Reception will be taught in classrooms to the right of the front entrance (current Year 3 classrooms). New fencing and access gates will be installed to create a secure area for these pupils. Year 1 and Year 2 will be taught in classrooms at the front of the school to the left of the main entrance (current Year 4 classrooms). Year 3 and Year 4 will be taught in classrooms towards the side of the building adjacent to the back and side playgrounds. One Year 5 cohort and both Year 6 classes will be in modular builds which are being installed and refurbished over the summer. All modular builds and infant classrooms have integrated cloakrooms and toilets.

Parents will be invited to visit their child's classroom and meet staff on Friday 5<sup>th</sup> September from 2.45pm to 3.45pm.

***Who will be working with my child?***

I am delighted to share that there will be no significant changes to our teaching team as we begin the new academic year. We are advertising for a Nursery Teacher for September. This week I will confirm staffing with teachers and teaching support staff and share this with parents within the next 10 days. As soon as staffing is confirmed details regarding transition will be shared with parents.

***What will happen to the EYFS outdoor area?***

I am delighted to share that a new EYFS outdoor area is planned for the grassed area to the right of the entrance adjacent to the nursery and reception classrooms. New outdoor equipment will be installed over the summer alongside additional secure fencing which will separate this area from the main playground.

***How will playtimes be managed?***

Playtimes will be staggered to limit the number of pupils on the playground. In addition to the front playground there are back and side playgrounds and the field (weather dependant) so there is plenty of play space available for all pupils.

***How will lunchtimes work with increased pupil numbers?***

We will be working with Hutchison, our catering providers to manage lunchtime so all pupils are fed at an appropriate time. Currently lunchtimes are staggered on both sites, whilst there may be some adjustments we do not envisage significant changes. There will be no changes to the menu or the choices we offer.

***What will be the impact of amalgamation on enrichment opportunities?***

We will maintain our current enrichment and extra curricula activities, although there may need to be some timetable and space allocation adjustments. All pupils will continue to receive their full PE entitlement. We are planning to increase our after-school clubs offer – more details will be shared later this term.

During the consultation open meeting, concerns were raised regarding the impact of amalgamation on pupil safety and traffic congestion before and after the school day. The school will be working with local authorities to minimise the potential impact of this.

If you have any questions or would like to speak to someone about the amalgamation please contact the school office [admin@htceschools.co.uk](mailto:admin@htceschools.co.uk)

Regards

Sue Sanderson  
Executive Head teacher