ST. JAMES' C.E. PRIMARY SCHOOL, COLDWALTHAM
with Chuckleberries Pre School

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Enabling every child to thrive and succeed

4th September 2026

Dear Parents and Carers,

Chair of Governors Update

I am writing to you today to inform you that Mr Richard Charman, our Chair of Governors has taken the decision to step down from the Governing Body, resigning from post over the summer holidays. He has been on the Governors since 2019 and has been Chair since 2024.

Over the past seven years, he has given his time, energy and commitment to the Federation with real passion. He was instrumental in the adoption of the outside classroom at St James, fighting for the school with all the local boards and agencies to ensure our schools got what they deserved and needed. Being Chair of Governors is never an easy role — it demands patience, resilience and a great deal of hard work, often behind the scenes — and he has approached every part of it with dedication and care. The contribution he has made has played a genuine part in shaping our schools into what they are today, and the Federation is very much appreciative of all the time and support he gave to the role. I think people often do not realise the significance of this role, one in which is completely voluntary, and we have been very lucky to have him in post for so long.

On behalf of the staff, governors and pupils of both Amberley CE Primary and St James' CE Primary, and as interim headteacher, I would like to thank him sincerely for everything he has done for our school community. Whilst I personally have not had the chance to work with him for long, Mr Charman was the first person I spoke to before taking on this interim position, and I was very impressed by the time and enthusiasm he always shared for the school in our meetings.

I, along with all the staff, wish him every success and happiness for the future, as I know many of you will. He will very much remain as a parent at St James' and we look forward to seeing him, but in a slightly different capacity, on the school gates.

Following his departure, the Federation is currently without a Chair of Governors. We do not anticipate this being the case for long, and we hope to appoint a new Chair within the next few weeks. We will, of course, keep you updated as soon as there is more news to share.

Thank you, as ever, for your continued support of our schools.

Yours faithfully,

Nick Matthews
Interim Headteacher
Arun Villages Federation
Amberley CE Primary School and St. James' CE Primary School, Coldwaltham