

19 December 2025

Dear Parent/Carer

We are at the end of the final Autumn term for Year 11. In less than three half terms, the summer exam season will be upon us.

We are also writing with updates to some of the events that are happening over the remainder of your child's time in Year 11.

Year 11 Prom

Please save the date, Thursday 2nd July 2026, for the Year 11 Prom

Whilst Year 11 are very excited about the prom, this is a celebration of their hard work and commitment throughout their school life, but more importantly this final phase. Therefore we are writing to you to be clear about the criteria that Year 11 students must meet in order to be eligible to attend the school prom. These expectations will be monitored from January onwards.

Attendance

Students are expected to maintain regular attendance at school. If attendance falls below 90% for the Spring Term without valid medical evidence, students may be at risk of not being permitted to attend the prom.

Behaviour

Students must demonstrate positive behaviour at all times. Some concerns that may affect prom eligibility include, but not limited to:

- Persistent lateness
- Non attendance to lesson
- Refusal to follow staff instructions
- Regular negative behaviour logs

Suspensions

Students must have no suspensions during this period.

Trial Exams

We will be running a full set of trial exams (excluding Art) starting Tuesday, 24 February 2026. Attendance at all trial exams is compulsory. Non-attendance may result in a student being at risk of not attending the prom.

We will write to parents again at February half term to inform you if your child is at risk of not being able to attend the prom. We feel that working together can ensure that all year 11 students will be able to attend the prom.

Mentoring

We are launching our first round of a mentoring programme in the new year, for students who we feel would benefit from additional guidance, support and encouragement to help them achieve their full potential both academically and personally. Mentors will work with students to identify strengths and areas for improvement, offering personalised support and helping students develop positive attitudes towards learning. This programme plays an important role in ensuring students feel supported and able to overcome challenges.

Year 11 Revision Evening

The Year 11 Revision Evening details have been sent this week, please ensure that you have signed up for this, which will be held on 14 January 2026.

Tutor time

During tutor time, Year 11 students are taking part in targeted interventions. We have reviewed the support each student may need and, as a result, some students have been relocated to a different tutor group to better support their progress. Your child will be able to see this when they look at the new year in Arbor.

Student Hub

As we have indicated previously, we have been taking time to review various aspects of the school and have taken the decision to re-organise the roles within the pastoral support team to increase capacity, coherence, and effectiveness of the school's pastoral care provision.

Instead of having an Assistant Head of Year allocated to each year group, who multitask, these staff will now be taking specialist roles.

Mrs Keenan-Croad - Keystage 3 Pastoral Lead (Year 7, 8 and 9)

Mrs Rogers - Keystage 4 Pastoral Lead (Year 10 and 11)

Mrs Barry - Medical and Mental Health Support

Miss Johnson - Safeguarding and Transition Support

Mrs Dunbar - Admin and Operational support

If your child has one of these members of staff as their named adult, they will still be their support.

This has been shared with the students, so they know what to expect when they return to school in the New Year.

Heads of Year will remain as they are now, one allocated to each year group. This change reflects our ongoing focus on inclusive education, safeguarding, and wellbeing.

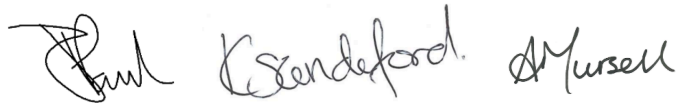
Key reminders

Your support at home plays a vital role. Encouraging your child to stay focused, maintain a positive attitude towards learning, and seek help when needed can make a significant difference to their progress and

confidence.

If you have any concerns or questions, please do contact your child's tutor, year team or subject teacher, depending on the topic of conversation, as we are keen to work together to give every student the best possible chance of success.

Yours faithfully

Handwritten signatures of Paul, Katie Sandiford, and Anna Mursell in black ink.

Jess Paul, Katie Sandiford and Anna Mursell