



11 September 2023

Dear Parents/ Guardian

### **Welcome to Year 7**

I would like to take this opportunity to welcome you to Year 7 and to Maiden Erlegh School.

I have been incredibly impressed with the start that Year 7 have made to life at secondary school. It is very pleasing to receive the numerous emails and comments from colleagues across the school recalling the positive contributions that students have made and the way in which they are conducting themselves.

I would like to introduce the tutor team, who will be your main contact regarding your child at school. As well as to set out some the key dates and expectations for the coming year.

### **Year 7 Tutor team**

**Head of Year: Mr D Pringle**

**Assistant Head of Year: Miss S Pepper**

	<b>Tutor</b>
M1	Mr S Ragi
M2	Mrs S Blight
M3	Miss S Pepper
M4	Miss R Teale
M5	Mr J Nash
E1	Mrs S Collins
E2	Dr L Dearman
E3	Miss K Wragg
E4	Mrs L Reardon-Morgan

### **Uniform**

I would particularly welcome your support in ensuring that your child is dressed according to the uniform policy. This can be found at:

<http://www.maidenerleghschool.co.uk/page/?pid=54>

Your help in ensuring that nail polish is removed, make up is minimal and that students are wearing their uniform in accordance with the specified policy is very much appreciated and ensures that we can concentrate on their learning, rather than what they are wearing. If there are financial concerns that are preventing this, then please contact us.

### **Contacting the School**

I would like to take this opportunity to remind parents how to contact the school. All members of staff can be contacted via the main school office email or switchboard number. If you query relates to a particular subject e.g., Maths, then your questions should be directed to your child's Maths teacher or to the Maths department.

If you have a pastoral issue, then please contact your child's tutor in the first instance who will be happy to help and assist you in your query. You can contact your child's tutor by emailing reception and asking them to forward onto your child's tutor. All staff (including myself) have a significant teaching timetable and we are committed to responding to you email or telephone messages within 2 working days. Unfortunately, we are unable to meet with parents who come straight to reception without an appointment.

### **Key Dates**

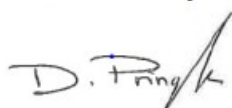
Finally, I would like to draw your attention to the following key dates and further information regarding these will follow shortly:

<b>Date</b>	<b>Event</b>
Tuesday 12 September	Year 7 Parents Information Evening
Tuesday 14 November	Inset Day
Friday 23 February	Inset Day
Tuesday 14 May	7M Progress Evening
Thursday 16 May	7E Progress Evening
Friday 14 June	Year 7 Sports Day
Wednesday 3 July	Inset Day
Thursday 4 July	Sports Personality of the Year Awards Evening
Date tbc	Year 7 Disco

This list is not exhaustive and further dates will follow.

Thank you in advance for your support this coming year and if you have any questions or concerns then don't hesitate to contact us.

Yours sincerely



Mr D Pringle  
Head of Year 7