



18 September 2023

Dear Parent/Guardian

Year 12 – Welcome to Year 12

I would like to take this opportunity to welcome you to Year 12. Please can I thank those of you who were able to attend The Year Ahead evening last week and for those who were unable to attend the slides are available to view [here](#).

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 12 Tutor Team

M1	Mrs J Kaiser-Cook	J.KaiserCook@maidenerleghtrust.org
M2	Mrs V Girling	V.Girling@maidenerleghtrust.org
M3	Dr M Balasubramanyam	M.Balasubramanyam@maidenerleghtrust.org
M4	Mrs C Barbu Mrs V Rogeon	C.Barbu@maidenerleghtrust.org V.rogeon@maidenerleghtrust.org
M5	Mr A Springer	A.stringer@maidenerleghtrust.org
E1	Mr I Kaloudis	I.Kaloudis@maidenerleghtrust.org
E2	Mr A Murray Mrs K Murphy	A.Murray@maidenerleghtrust.org K.Murphy@maidenerleghtrust.org
E3	Miss C Bateman	C.Bateman@maidenerleghtrust.org
E4	Mr R Mackie	R.Mackie@maidenerleghtrust.org
E5	Mrs C Froud Miss F Brooke	C.Froud@maidenerleghtrust.org F.Brooke@maidenerleghtrust.org

Uniform

I would particularly welcome your support in ensuring that your child is dressed according to the uniform policy. This can be found [here](#).

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 or by using the contact emails provided above. All of the staff - including myself - have a significant teaching timetable and we are committed to responding to you email or telephone messages within 3 working days. Unfortunately, we are unable to meet with parents who come to school without a pre-arranged appointment.

Key Dates

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

Date	Event
6 Oct 2023	Settling in review
13 Oct 2023	Deadline for option changes
13 Nov 2023	Data Collection Point 1 (DCP1)
18 Jan 2024	Making Post 18 decisions
5 Feb 2024	Data Collection Point 2 (DCP 2)
29 & 30 April 2024	Year 12 Prelims
12 June 2024	Year 12 Parents Evening
20 June 2024	Year 12 A level drama
24 June 2024	Data Collection Point 3 (DCP3)

This list is not exhaustive and further dates and information will follow in due course.

Thank you in advance for your support this coming year and if you have any questions or concerns then don't hesitate to contact me via t.crockford@maidenerleghtrust.org.

Yours sincerely



Mr T Crockford
Head of Year 12