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12 September 2025

Dear Parents and Carers,

Subject: **Welcome to Year 10 2025-26**

This letter contains information the academic year ahead and a reminder of some of the school procedures, which you may find useful. Please be aware some things have changed. Firstly, there are a team of us working with the Year 10 students, please find email addresses and explanations of roles and responsibilities.

Your Year 10 Team

Please find below email addresses and explanations of roles and responsibilities of the team working with Year 10 students.

- **Michelle Dedman: Head of Year**
mdedman@thomastallis.org.uk
For student well-being, attendance, and pastoral matters which cannot be solved by your tutor.
- **Ria Williams: Deputy Head of Year**
rwilliams@thomastallis.org.uk
Homework club and attendance monitoring.
- **Deran Paris: Pastoral Lead for Year 10**
dparis@thomastallis.org.uk
- **Heather Odd: Associate Assistant Head, Achievement and Progress**
hodd@thomastallis.org.uk
For curriculum matters and overall progress, achievement, and intervention.
- attendance@thomastallis.org.uk
For attendance and absence.

Tutor Groups

As you are aware, we had some changes to tutors at the end of the last academic year. Please find below a list of the tutors. Your child's tutor is always your first point of contact.

Tutor Group	Tutor(s)
10KA	B Baako
10HA	S Shortt
10FA	R Williams & G Field
10RA	J Barber & M Warner
10OA	W Murray-Bruce
10KB	A Bangura
10HB	J Park & S Caulker
10FB	W Clarke & S O'Hara
10RB	I Richardson

Term dates and early closures

A copy of these can be found on our main school website, thomastallischool.com

A normal school day will run until 15:05, but on the early closure dates listed, school will finish for all students at **14:25** to facilitate staff training and development.

Key dates for your diary

16 September, 16:00 – 17:00	Parent and Carers Event: Welcome to Year 10
Week beginning 3 November	In-class Graded Assessments
Week beginning 13 April	Year 10 Mock Exams
13 May	Year 10 Parents' Evening
Week beginning 18 May	History Visit to Berlin; Geography Visit to Northern Ireland and Languages visit to Brittany
May to June	Duke of Edinburgh Award trips (Dates TBC)
5 June	Languages visit to Spain
July	Geography fieldwork (Dates TBC)

Apologies for the late notice on this: as you can see, we have a settling in evening on the 16 September - please do attend. We have the Directors or Maths, English and Science on hand to offer advice and guidance, as well as Ms Odd on Post-16 progression, Ms Rowley-Conwy on expectations, and Ms Dedman on pastoral care. This is an opportunity to meet the team that will be supporting your students throughout Year 10.

How we communicate with you

Email through My Child at School (MCaS) is our preferred contact method. Please ensure your email addresses and mobile numbers are up to date.

Uniform

We expect all students to wear the following:

- Turquoise polo shirt with Thomas Tallis School logo
- Grey sweatshirt with Thomas Tallis School logo
- Black school trousers (not jeans) which must be worn around the waist
- Black school skirt of a reasonable length
- Black smart tailored shorts of a reasonable length during warmer weather

Students cannot wear:

- Leggings, jeans, trousers with studs, skin-tight skirts, or cargo trousers
- Hats whilst in school
- Crocs

For PE, students will need:

- Blue PE T-shirt with Thomas Tallis logo
- Navy blue crew-neck PE sweatshirt with Thomas Tallis logo
- Navy PE shorts
- Navy PE joggers with Thomas Tallis logo
- Trainers

PE sweatshirts, T-shirts and shorts are not permitted to be worn outside of PE lessons or sporting events as items of uniform.

All students should bring to school:

- A school bag large enough to carry their books, equipment, planner and PE kit
- A reusable water bottle

Expectations

Mobile phones

Our 'No Sight, No Sound' policy on phones remains throughout the school day. Phones must remain off and in student's bags. Students are only allowed to use them as they leave school to contact you to let you know they are on their way home. This is only permissible after they have left the teaching blocks.

Attendance, punctuality, absence, illness and conduct

Students need to attend over 96% of lessons to have the best chance of success. Attendance that falls below this leads to significant missed learning time and therefore has a significant impact on GCSE results. Good attendance is celebrated every week in assembly with rewards for tutor groups with the best attendance.

On the rare occasion that your child is not well enough to attend school, please let us know as soon as possible by calling in or sending an email to attendance@thomastallis.org.uk giving your child's name, tutor group and reason for their absence.

We ask that you do not take your child out of school during school hours or during term time unless absolutely necessary. We understand that hospital appointments are often inflexible, but we ask that you ensure your child attends school in the morning or afternoon on the day of the appointment. Holidays during term time will not be authorised and we will only authorise a maximum of two days for exceptional circumstances.

Please ensure that your child arrives at school by 8:30 to ensure a positive start to the school day. **Year 10 will have a live assembly on a Monday morning Week B** and should meet in the school canteen for 8:30 to be registered. On a Week A, this will either be in the Sports Hall or on Teams in their tutor rooms.

Curriculum Time

Students are timetabled with English, Science and Maths periods 3, 4 and 6. Option subjects run periods 1 and 2 everyday apart from Wednesdays, when we have single option hours. It is important that if your child is absent, they contact their teachers via email to get the work. It is an expectation that they catch up. This includes if they are on visits with other subjects.

Homework

We expect students to be doing 2-3 hours of homework each night. Please find below a copy of the student's homework timetable. This is when students should expect to be set homework from their teachers. Homework will be set on Bromcom and visible to you via MCaS. Homework for Year 10 should take between 40-60 minutes per piece and they will be set 2-3 subjects a night. This means you will be able to monitor your child's homework through MCaS and their planner. We recommend you check this every day and discuss with your child what they need to do that evening. We recommend that student's complete homework on the night set.

Monday	Tuesday	Wednesday	Thursday	Friday
Option D Science	Option C English Maths	Science	Option F	Option E Maths English

Homework support

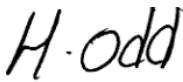
Ms Williams will be offering homework support this year for any students who needs guidance on organising themselves. This will run for one hour a week on a Thursday, from 15:10 – 16:10 in room 0310. We may contact you if we feel your child is not voluntarily attending but we have concerns about homework.

Lunchtime Study Hall

We believe it is important that Year 10 students have a space to go to at lunch to study if they wish. This is going to be provided every lunchtime in room 1316. Students must eat their lunch first. This will be operated by key members of the KS4 team.

We look forward to meeting you on the 16 September and wish your child every success for the year ahead.

Yours sincerely,



Heather Odd
Associate Assistant Head,
Achievement and Progress



Michelle Dedman
Head of Year



Katherine Rowley-Conwy
Deputy Headteacher