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8 September 2025

Subject: **Welcome to Year 11 2025-26**

Dear Parents and Carers,

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.

Your Year 11 Team

Please find below email addresses and explanations of roles and responsibilities of the team working with Year 11 students.

- **George Wright: Head of Year**
gwright@thomastallis.org.uk
For student well-being, attendance, and pastoral matters which cannot be solved by your tutor.
- **Francesca Ferrari- Jones: Deputy Head of Year**
fferrari@thomastallis.org.uk
Homework club and attendance monitoring.
- **Terri Gibbons: Pastoral Lead for Year 11**
tgibbons@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 should you have any concerns or need further information.

Tutor Group	Tutor(s)
11KA	N Pathmanathen
11HA	J Wolfe and R Foster
11FA	M Spinks and R Choudhury
11RA	P Trynka and P Manning
11OA	C Gilbride
11KB	A James
11HB	M Camara and N Ashurst-Venn
11FB	F Ferrari-Jones and I Allen
11RB	M Howcroft

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 Year 11 diary

Autumn

- 16 September Futures Fair (you will receive a letter with further information)
- 16 September Settling in Evening for Parents and Carers, 17:00-18:00
- 15 October Post-16 Open Evening
- 10 November Autumn Mocks
- 16 December Mock Results Day
- 17 December Parents Evening

Spring

- 23 February Spring Mocks
- 25 March Parents Day (invite only)

Summer

- 4 May Summer Exams start
- Date TBC Prom and Celebration Ceremony

As you can see, we have a settling in evening on the 16 September - please do attend. We have the Directors of 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 Mr Wright on pastoral care. This is an opportunity to meet the team that will be supporting your students throughout Year 11.

How we communicate with you

Emailing you via My Child at School (MCaS) is our preferred contact method, but we also post letters to our website, here: thomastallischool.com/year-11-support--guidance.html

This support and guidance webpage is bespoke to Year 11 and a one-stop-shop for all we offer to Year 11. This includes revision ideas, exam information and intervention.

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 08:30 to ensure a positive start to the school day. Year 11 will have assembly on Friday morning and should meet in the school canteen for 08:30 to be registered.

Celebration Events, including prom!

We have several celebration events at the end of the school year to recognise and reward the students' hard work during their time at Tallis particularly during the GCSE exam period. Whilst we anticipate all children will attend, these events are a privilege. If there are concerns regarding behaviour during Year 11 or a lack of commitment to academic studies, we may withdraw their invitation to attend at any stage of the year.

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.

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

Homework will be set on Bromcom and visible to you via MCA S. Homework for Year 11 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 MCA S 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 students complete homework on the night set. The Year 11 Support and Guidance webpage includes links to sites that help students construct one. We can also help students with this.

Ms Ferrari-Jones will be offering homework support this year for any students who need guidance on organising themselves. This will run one hour a week. Ms Ferrari-Jones will let you know the day and location of these sessions.

Homework detentions will be run centrally this year. If your child misses a homework from any subject, they will be set a detention for either the Tuesday or Thursday. You will be alerted of this via either email or text.

Intervention

Mrs Odd will be writing to you shortly with an intervention timetable, and details of sessions that your child is expected to attend. The timetable can be found on the Year 11 Support and Guidance page of the school website.

Lunchtime Study Hall

There is a space available for studying available every lunchtime for Year 11 students, supervised by key members of staff such as Mrs Odd. Students must eat their lunch first and work silently when in the Study Hall.

Pastoral support

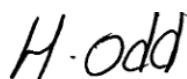
The well-being of our students is a central focus of Thomas Tallis. It is important to us that students understand how to recognise the well-being of themselves and others, and that they know how to seek help, support and advice. We actively encourage students to **take action** if they are concerned for themselves or someone else:

- Any concerns, please contact any member of our Safeguarding Team:
Ms F Kamei, Lead Safeguarding Officer: fkamei@thomastallis.org.uk
Ms Douglas, Deputy Safeguarding Officer: mdouglas@thomastallis.org.uk
- Students can speak with any member of staff that they feel comfortable with.
- There is a link to the Reporting Concerns form on the front page of our school website. This form will be sent directly to our behaviour team.
- Our main message to students is to be the 'best version of themselves', as we are extremely proud of our Tallis Community.

Please contact the school if you have any questions or anything that you would like to discuss. The school website is a great place to start for regularly updated information, the weekly Tallis e-newsletter, calendars, and other useful information and publications.

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



George Wright
Head of Year



Katherine Rowley-Conwy
Deputy Headteacher