



**PARENT & CARER  
WEEKLY BULLETIN  
Friday 25<sup>th</sup> April 2025**

---

## **HEADTEACHER'S MESSAGE**

As we conclude the first week back after the Easter break, I wanted to take a moment to share some updates, reflections, and plans for the term ahead.

Firstly, I'm pleased that the recent changes to our behaviour policy have been positively received and are already making a noticeable impact. These adjustments are building on our respectful and focused atmosphere, allowing students to thrive both academically and socially. We appreciate your support in reinforcing these values at home.

Attendance continues to be a key priority as it plays a vital role in ensuring students meet their full potential. Excellent attendance not only supports learning but also qualifies students for the exciting end-of-term rewards trips. Let's aim for strong attendance records across all year groups to celebrate their commitment and effort together.

This term also marks the conclusion of our House competition—a source of great enthusiasm and school spirit. The students have been giving their all, and we look forward to crowning the winning House on the last day of term.

For our Year 11 and Year 13 students, I want to pass on my best wishes as they start their exams. Their dedication and hard work are evident, and we are confident they will achieve great results. Please remind them that both their teachers and peers are here to support them every step of the way. Both year groups have their proms to look forward to after the exams. Years 7 through 10 will also sit their end-of-year exams later this term. These assessments provide an excellent opportunity for them to demonstrate their progress and prepare for the next stages of their academic journey. We always encourage students to begin reviewing and organising their study plans early.

The term will conclude with our annual awards ceremonies during the final week. These events are always a highlight, celebrating the achievements, character, and successes of our students. I hope to see many of you there to share in the joy and pride with your children.

Thank you for your continued support and commitment to our school.

**Mark McKelvie**  
**Headteacher**

---

## **PARENT & CARER WEEKLY BULLETIN**

### **GENERAL NOTICES**

#### **Reminder – Bank Holiday on Monday 5<sup>th</sup> May 2025**

A reminder that Monday 5<sup>th</sup> May is a Bank Holiday and the school will be closed. The school will re-open on Tuesday 6<sup>th</sup> May at the normal time.

Helen Frost  
PA to the Headteacher

#### **Process for borrowing ties/blazers**

We would like to inform you about our ongoing efforts to support students who arrive at school without the correct uniform or necessary equipment by lending them what they need. We have found it necessary to tighten up our processes to ensure that borrowed items are returned promptly.

Starting from Tuesday 6<sup>th</sup> May, we will be introducing a new system to help manage this. If students need to borrow either a tie or blazer, they will be required to hand in their mobile phone. The mobile phone will be safely kept in exchange for the borrowed item. At the end of the school day, when the borrowed item is returned, the mobile phone will be given back to the student. We are confident that students will understand the rationale behind this decision and adhere to the terms of the new system. However, if a student does not comply with the new process, it will be necessary to enforce a sanction of isolation.

We appreciate that there may be situations where students need to communicate with their parents/carers during the day and they do not have their phone. In these circumstances the pastoral team/Year Leader will be happy to get in touch with parents/carers, if required.

We appreciate your understanding and cooperation with this new process. Our aim is to ensure that students have the correct uniform and equipment while maintaining an efficient system for returning borrowed items.

Thank you for your support.

Ms Frost  
PA to the Headteacher

#### **Arbor Parent App Guide for Parents/Carers**

The Arbor Parent App provides a convenient and intuitive way to access day-to-day school information at the touch of a button.

## **PARENT & CARER WEEKLY BULLETIN**

Key features include your child's:

- Timetable
- Homework
- ATL points (Attitude to Learning points). **The app is great to track if your child is on target to reach those all-important ATL points and be eligible for end of year rewards.**
- Behaviour record, including detentions
- Attendance. You can also log absences using the app.
- View your child's profile and update key information.

The Parent Portal works on Google Chrome and you can download the Parent App from the App Store or Google Play Store on your phone or tablet.

### **Need help using Arbor?**

Contact the school office if you have any questions about using the Parent App or the Parent Portal.

Here are some tips if you're having trouble logging in:

- Ensure your username is the email address you use for Arbor. You can ask us to check the email address linked to your account
- Reset your password from the login page
- If the login email was sent to you more than 96 hours ago, the password link will have expired. You can ask us to send a new one.
- Ask the school office to check that your email address has not been used twice, for instance on another guardian's profile
- Enter the birthday of one of your children to log in
- Only relatives who are primary guardians of a child can access the Parent Portal or App

**Important** - To keep in touch with us you must keep logged in to Arbor In App to allow push notifications to come through to your screen.

iOS users will be prompted to receive push notifications when you download the app, ensure you select 'allow'.

**You must enable push notifications to receive a notification when you have a new in-app message.** If you do not enable this, you will not be alerted to a new message and may miss important information.

Ms Frost  
PA to the Headteacher  
& Communications Manager

## Year 7

### PARENT & CARER WEEKLY BULLETIN

#### **Welcome back**

Welcome back to Year 7 students. It has been lovely see the year group after 2 weeks off. Students have come back looking very smart and with a great attitude to starting the summer term.

#### **Residential**

A text message has been sent to parents whose children are attending the Year 7 residential. There will be an information evening held on the 6<sup>th</sup> May. All the information from the presentation will be sent out after the evening has taken place.

#### **End of year rewards**

This is the last half term for Year 7s to be doing their best in lessons to ensure they are able to take part in the end of year rewards. Students should be doing their best to come into school every day and working to their full potential in lessons.

You can track your child's progress by using the Arbor app. Please note the guidance in the General Notices section for more information.

Mrs Mitchell  
Year 7 Director of Studies

Mrs Swithenbank  
Year 7 Leader

---

## YEAR 8

#### **Welcome back Year 8!**

Welcome back to Year 8 students, we hope you had a wonderful break. It is fantastic to see Year 8 return with a positive attitude and looking smart.

I will be providing details of assessments in the coming weeks.

Keep up the great start Year 8!

Mrs Kaye  
Year 8 Director of Studies

Miss Mathie  
Year 8 Leader

---

## YEAR 9

We hope everyone had a restful Easter break and have enjoyed their first week back. We have been very impressed by the students' approach so far and look forward to seeing it continue. As the weather warms up, we want to remind everyone that we have moved to our summer uniform policy so students do not need to wear or bring their blazers if they do not want to.

## **PARENT & CARER WEEKLY BULLETIN**

### **Assessment week**

Year 9 assessment week will be taking place the week after the half term. We will be talking a lot about revision techniques in assemblies and in lessons. We want to build up the good techniques and habits for future years.

### **Guided choices**

We have all the numbers for choices for next year. We are now in the process of forming groups and seeing what options can happen. We will get this information out to you as soon as we have it.

Mr Lucas  
Year 9 Director of Studies

Mrs Green  
Year 9 Leader

---

## **YEAR 10**

### **Year 10 Parents Evening (Virtual) Thursday 1st May**

A reminder that it is the Year 10 Parents Evening (virtual) on Thursday 1st May. The booking system is live for you to book with your child's teachers. The teachers are looking forward to discussing the progress being made in Year 10 and to feedback ways that students can improve as we continue the journey through Key Stage 4.

If you have any issues with booking an appointment, please contact the main reception.

Mr Syed  
Year 10 Director of Studies

Miss Exley  
Year 10 Leader

---

## **YEAR 11**

### **An Inspector Calls' trip**

A number of our Year 11 students are joining the English department to watch the performance of 'An Inspector Calls' at the Alhambra Theatre. This trip will take place after school and it will be really useful revision for them in the run up to their English Literature exams. For the students who have purchased tickets, please meet the English department outside of school at 18:15. We estimate that we will arrive back to school around 22:15.

Miss Roberts  
Teacher of English

### **16 days to go!**

It's not too late for students to start revising, there are 16 days left until the first whole cohort exam: English on Monday, 12th May.

## PARENT & CARER WEEKLY BULLETIN

We're encouraging all students to prioritise, practice, and ask their teachers if they need any help, clarification, or revision resources.

### **Exam timetables**

If your child has not yet received their personal exam timetable, or if you'd like a copy for your records, please email me directly and I'll be happy to send one over. My email address is [j.legg@pudseygrammar.co.uk](mailto:j.legg@pudseygrammar.co.uk).

### **School photographs**

School photographs are now available to collect from the Year Office. Students must come at the end of the school day.

### **Lockers – please empty next week**

All Year 11 students will need to empty their lockers next week. We'll be collecting locker keys and returning deposits. Please remind your child to take everything home by the end of the week.

### **Prom dress sale**

There will be a Prom dress discount sale on Sunday 5<sup>th</sup> May at St Peter's Church Hall, Bramley, this is a great opportunity to find a dress at a reduced price! If you need any support with Prom attire please let us know.

### **Exams next week (w/c 28<sup>th</sup> April)**

Art – Monday 28<sup>th</sup> & Tuesday 29<sup>th</sup> April

Photography – Wednesday 30<sup>th</sup> April & Thursday 1<sup>st</sup> May

IT – Thursday 1<sup>st</sup> May

Let's keep encouraging Year 11 to stay focused, look after themselves, and make the most of the time they have left.

Miss Legg  
Year 11 Director of Studies

Miss Birdsall  
Year 11 Leader

---

## SIXTH FORM

### **W/C 22<sup>nd</sup> April**

### **Year 13: Final countdown to exams**

Formal A-level exams begin in just two weeks. Students should now be fully engaged in revision and attending support sessions where offered.

## **PARENT & CARER WEEKLY BULLETIN**

A huge well done to all students who attended the Easter revision sessions – we were very impressed with the commitment shown.

There will be additional revision sessions available over the May half-term – more details will be shared soon.

### **Student finance deadline**

Applications for Student Finance (for university in September 2025) close on 31<sup>st</sup> May 2025.

Please ensure your child applies in good time to avoid delays in funding. You can apply at: [www.gov.uk/student-finance](http://www.gov.uk/student-finance)

### **Year 12: Work Experience reminder**

A reminder to parents and carers of Year 12 students that Work Experience takes place in the final week of term (July).

All placements must be logged on Unifrog, including full details of the organisation and supervisor.

Please support your child in securing a placement if they haven't yet done so.

### **Supporting success**

We are incredibly proud of our students' efforts this year. These final weeks are key to securing their next steps, and your continued encouragement and support at home makes a huge difference.

Mrs Lea  
Acting Post 16 Director of Studies

Miss Hart  
Attendance and Pastoral Support

Miss Robinson  
Careers and Enrichment Lead

---