



**PARENT & CARER
WEEKLY BULLETIN
Friday 10th October 2025**

HEADTEACHER'S MESSAGE

It is good to see that our overall attendance figures have improved this year. As you know, students are regularly rewarded for having 100% attendance. The impact of missing a school day cannot be understated. Not only does the student miss the learning of that day. It means that when they come back, the work the class is then doing becomes even more difficult. As someone who taught maths for 30 years, I know that, with the best will in the world, if you have a class of 30 students and a couple of them missed the previous lesson, you simply do not have time to go back over that work in any detail. At best the student who has been absent will get a few minutes of your time to explain the previous 50 minute lesson.

Resilience is one of our core values so as we enter the winter where we are all more susceptible to seasonal illnesses, it's important that we continue to reinforce to students the importance of attending regularly, even if they do feel a bit under the weather.

Thank you for your support in this. A focus on good attendance will not only ensure that your child gets the most out of our school, but it also instills a resilience which will stand them in good stead when they leave school and enter their chosen career.

Mark McKelvie
Headteacher

GENERAL NOTICES

Notice of early finish – Wednesday 15th October 2025

On Wednesday 15th October 2025 we will be holding our annual Sixth Form Open Evening from 5.00pm to 7.30pm (if you would like to book on to this event please visit [Pudsey Grammar School event tickets from TicketSource.](#)) To allow time for staff and students to prepare for this event, the school will close at the slightly earlier time for all students at 2.10pm. Years 7, 8 and 9 will leave after their period 5 lesson and Year 10, 11 and Post 16 will leave after their lunch. The school will re-open at the normal time on Thursday 16th October 2025.

Ms Frost – PA to the Headteacher/Communications Manager

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Safeguarding Bulletin

Please see the message for parents from the Education Safeguarding Team in Leeds:

Safeguarding Information: Children's "Spy" Books

We want to make you aware of a reports of a recent issue affecting some popular children's books by Andrew Cope, including the Spy Dogs, Spy Cats, and Spy Pups series.

Some editions of these books include a printed web address at the back. This link used to go to the author's website, but the domain is no longer under his control. It has since been taken over by another party and now leads to inappropriate adult content.

The publisher, Puffin, has paused sales and distribution of the books. They have stressed that the website has no connection to the author or publisher.

What this means for you:

If your child has any Spy Dog, Spy Cat or Spy Pups books at home, please check the back for website links and make sure they do not try to visit the sites.

It is safe for children to continue reading the stories themselves — the concern is only with the outdated link.

We recommend talking with your child about the importance of not following web addresses in books without checking with an adult first.

Kind regards,

Education Safeguarding Team

Mrs Williams
Designated Safeguarding Lead

Seasonal Flu vaccine offer – Year 7 to Year 11

The Schools Immunisation Team will be visiting Pudsey Grammar School on Tuesday 9th December 2025.

Please see the attached letter for more information and to give or decline consent. The form will close 7 days before the visit.

<http://www.leedsimmunisations.co.uk/Forms/Flu>

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The code for Pudsey Grammar School is EE108079

Please note that we have been informed by the immunisation team that GP practices do not routinely offer Flu vaccinations to healthy children.

<https://drive.google.com/open?id=1UABAk1SY0cwwkePWrbjMy3qW0mLeoZy0>

Mrs Marsh
Lead First Aid

Baby Loss Awareness Week

As a school community we look to support charities and organisations throughout the school year. The 9th-15th October is Baby Loss Awareness Week. During this week we are offering staff and students an opportunity to reflect and recognise the impact of baby loss.

Next Wednesday there will be an assembly and act of remembrance. Students will be given an opportunity to opt out of this if it is a subject they find upsetting.

Mr Sammons
Assistant Headteacher

Communicating with school

The most efficient way of contacting the school is by email. We aim to acknowledge emails as soon as possible and to respond in full by email, arranging a meeting or phone call within 48 hours.

If the matter is of an urgent nature, please do not hesitate to contact the main office.

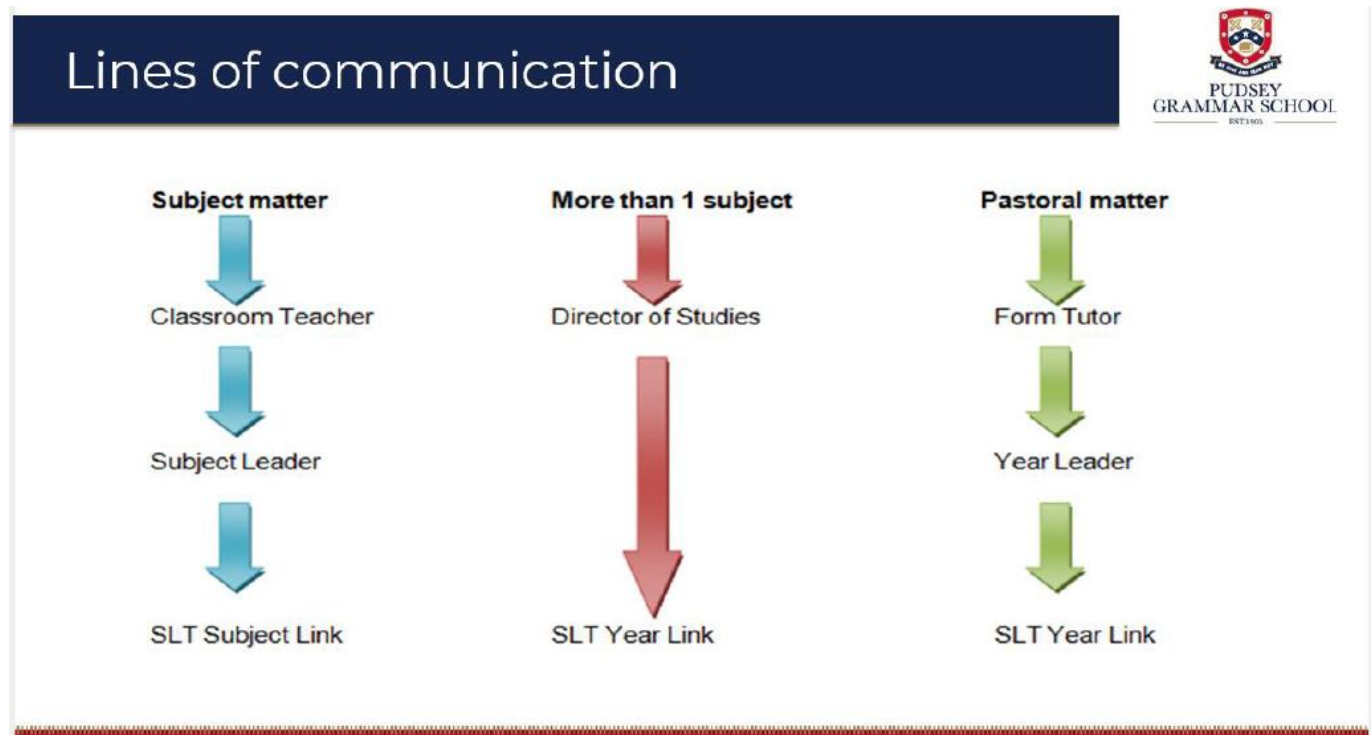
Please refer to the diagram below where you will see that minor pastoral matters should be dealt with by the Form Tutor and more complex issues will be dealt with by the Year Leader. Subject queries should be referred to the classroom teacher and issues relating to more than one subject will be dealt with by the Director of Studies.

Staff emails can be found on the school website using the link - <https://www.pudseygrammar.co.uk/contact-us/key-contacts/>

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To report a student absence please email attendance@pudseygrammar.co.uk or telephone 0113 3869122. Absences can also be recorded by using the Arbor app.

The school's Home/School Communications Policy can be found by clicking on the link - <https://www.pudseygrammar.co.uk/key-information/school-policies/>



Ms Frost
PA to the Headteacher

Year 7

Restart a Heart Day

On Thursday we will welcome volunteers and staff from West Yorkshire Ambulance Service into school to lead our Year 7 students in Restart a Heart Day.

All of Year 7 will be involved in a session where they will learn essential CPR skills.

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For more information on the day please visit: <https://www.bhf.org.uk/how-you-can-help/how-to-save-a-life/restart-a-heart-day>

Mr Sammons
Assistant Headteacher

We are approaching the end of our first half term at PGS and we want to keep up all the hard work and effort shown already by Year 7. We have had excellent attendance, and we have been really impressed by the equipment and uniform and want to keep the standards high.

Trips

Thank you for everyone who has signed up to PGL and the Ski Trip. Both trips are now full but there is a waiting list and I would encourage people to sign up as there is usually opportunities to join later in the year when people withdraw.

Mr Lucas
Year 7 Director of Studies

Mrs Swithenbank
Acting Year 7 Leader

YEAR 8

As we approach the end of a productive half term, we would like to take this opportunity to thank you for your continued support and to share a few important reminders and updates regarding our expectations for Year 8 students.

We are incredibly proud of the positive start many of our Year 8 students have made to the year. It has been a pleasure to see their growing confidence, enthusiasm, and commitment to learning.

We are encouraging all students to arrive to school on time, ready to learn and come prepared with all necessary equipment, including pens, pencils, rulers and their planner. We expect that our students demonstrate kindness, respect, integrity and responsibility in their interactions with others.

Uniform

We kindly remind all families to support us in ensuring:

Blazers are worn at all times unless permission is given otherwise.

Shirts are tucked in and ties are worn correctly.

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Skirts and trousers meet school length and style guidelines.

Mrs Mitchell
Year 8 Director of Studies

Mrs Swithenbank
Year 8 Leader

YEAR 9

My message to Year 9 this week is to remind students of the basic expectations of our students.

If Year 9 can consistently get the 'small things' right, they will continue to succeed.

- Arrive on time for school, lessons and registration
- Wear your uniform correctly at all times
- Be fully equipped for each lesson
- Contribute to a positive learning environment by following the learning modes provided by staff members
- Participate in House competitions. There is a wide range of exciting competitions that our Year 9 students can participate in.

I spoke about Ambition in assembly this week. Mrs Swithenbank then spoke about the Student Council and informed the students of the duties undertaken by the Student Council. If students would like to join the Student Council they need to email Mrs Swithenbank by the 24th October at s.swithenbank@pudseygrammar.co.uk. On Tuesday 14th October, Year 9 will have an assembly on Duke of Edinburgh. Please keep reading the bulletin as more information will be coming out about this exciting opportunity.

Mrs Kaye
Year 9 Director of Studies

Mrs Williams
Acting Year 9 Leader

YEAR 10

As we move further into the term, we would like to take a moment to remind all Year 10 students about the importance of showing respect for our school environment and for one another. Please encourage your child to take care of the school building during break and lunchtime, making sure litter is disposed of properly and that they remain within supervised areas at all times. We also continue to stress the importance of kindness and respect towards

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peers, maintaining a positive and supportive atmosphere helps everyone to thrive.

Looking ahead, Year 10 Assessment Week will take place during the week commencing Monday 10th November. This will be the first formal data point of their GCSE journey; all assessments will be completed in the classroom/ lesson time. Further details about what topics are on the assessment will be shared with pupils in the coming week, but we encourage students to start preparing early and reviewing class material to ensure they feel confident and ready.

Miss Legg
Year 10 Director of Studies

Mrs Green
Year 10 Leader

YEAR 11

Key Dates Update

Please see the link to a one-page document with an update to key dates and times. A physical copy has been provided to students too.

https://drive.google.com/file/d/1QSLcdr_1dW2O2hFxmSDRsqa8com2hMZs/view?usp=sharing

Mr Syed
Year 11 Director of Studies

Miss Duffy
Acting Year 11 Leader

SIXTH FORM

Important Dates

Year 12

w/c Monday 17th November – Year 12 Assessment Week 1 (in class)
Friday 28th November - Training Day #3

Year 13

Monday 3rd November – Year 13 Tutorials Commence
Friday 28th November - Training Day #3
w/c Monday 1st December – Year 13 Trial Exam Week 1 (sports hall)
w/c Monday 8th December - New York Trip



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Well done, Year 13!

A huge congratulations to all our Year 13 students for completing their first assessment week - a fantastic milestone in your final year!

Next Steps:

Now is the time to focus on your Personal Statements and UCAS Applications. Make sure you are using your tutor time and independent study periods wisely to refine your drafts and complete your applications.

If you need support, please do not hesitate to reach out to your Form tutor, subject teachers, or the Sixth Form team.

Let's keep the momentum going!

Year 13 Geography Field Trip

Last week, our Year 13 Geography students took part in an enriching field trip to the Cranedale Centre, where they had the opportunity to apply classroom learning to real-world environments. A huge thank you to all those students who took part, as staff who accompanied the trip were incredibly impressed by students' engagement, conduct, and enthusiasm throughout the week.

Photos from the trip have been shared on our Sixth Form Instagram account. We encourage all parents and students to follow us on Instagram to stay connected with events in Sixth Form, including trips and student achievements - Instagram account: @pudseygrammarsixthform

Year 12 EPQ

We are inviting all Year 12 students enrolled on the EPQ to attend the upcoming visit to the University of Leeds next week on Thursday 16th October. This visit will provide invaluable insight and inspiration to support their EPQ projects and is highly recommended for all participants. Please make payment for the visit via ParentMail by this Sunday. If you have any questions, please contact r.hodge@pudseygrammar.co.uk.

Year 12 Work Placement

Just a reminder that Year 12 students will take part in Work Experience Week at the end of the academic year, from 13th–17th July. Students are expected to secure their own placements, but they can access support from their Form tutors and the Careers Office to help guide their next steps. Guidance and resources have been posted on the Careers Classroom and will be discussed during the tutorial next week. We encourage all students to start planning early to make the most of this valuable opportunity.



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ENRICHMENT

Reading Buddies Volunteers Update

Mrs Gough would like all Year 12 and 13 signups to the reading buddies programme to attend a training session on Tuesday 14th October next week from 8.30-8.50am in 218. If you are unable to make this, please contact Mrs Gough via j.gough@pudseygrammar.co.uk. A Google Classroom has been made for volunteers, please check your emails to join the group.

OPPORTUNITIES

Reduced Entry to University of Leeds and more: Law, Criminology, Politics and History students!

Pathways to Law is a free two-year scheme for Year 12 students, run at the University of Leeds in partnership with the Sutton Trust. Designed to support students from backgrounds under-represented in Law, the programme offers legal work experience with major firms, a residential conference, skills workshops, and tailored support with CVs and personal statements. Participants also benefit from guidance to help decide if Law is the right path for them and may be eligible for a two-grade reduction in entry requirements at participating universities including Leeds, Exeter, Warwick, and LSE. Applications are open now until 3rd November via the Sutton Trust website (Pathways to Law – Sutton Trust Pathways), with both in-person and online streams available. Applicants must be in Year 12 at a state school and should meet some of the following criteria: five GCSEs at grade 6 or above including English and Maths, first in family to attend university, receipt of Free School Meals, attending a school with below average attainment or progression, living in a low participation area (Please see Miss Robinson to find out if this applies to you), or having experience of being in care. The more criteria met, the stronger the application, though not all are required. The programme is open to students across subject areas, but may be of particular interest to those studying Law, Criminology, Politics, History or Sociology, or considering a career in Law.

<https://pathwaysprogrammes.suttontrust.com/career-pathways/law>

Women in Business: Deloitte Degree Apprenticeships in Business and Finance!

Deloitte is hosting an Insight Evening for female students in their Manchester office on Monday 20th October from 5.00pm to 7.30pm. This event will give you the chance to explore Deloitte's degree apprenticeship programmes, which provide an alternative to university, and learn more about careers in business, finance, and technology. You will hear from current apprentices and senior female professionals about their career journeys, take part in interactive workshops, and gain valuable advice on applications and employability skills.



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Spaces are limited, so students are encouraged to apply soon using the link provided.

<https://www.higheracademy.com/student-stories>

https://www.surveymonkey.com/r/Del_Fem_Manchester

£14 per hour Academy Ambassador Role

Higherin Academy is recruiting Academy Ambassadors at schools, colleges, and sixth forms across the UK. These are flexible, part-time roles for students aged 16–18, paying from £14 per hour plus bonuses. Ambassadors will be based at their own school or college, promoting apprenticeships, careers events, and employers, as well as creating content and engaging with their peers. The role offers valuable workplace experience, boosts employability, and can be easily balanced alongside studies. No prior experience is required—just enthusiasm and good communication skills. Applications close in early October 2025. Full details and the application link can be found at:

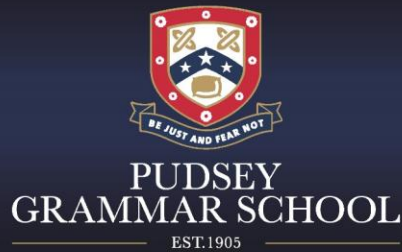
<https://www.higheracademy.com/jobs/school-and-college>

YEAR 13: ONE YEAR OF PAID WORK EXPERIENCE

Applications are now open for EDT Placements 2026/27, a scheme supporting Year 13 students looking for a paid year-out placement. EDT has been placing students for over 38 years into leading UK companies, small businesses and start-ups, offering opportunities in engineering, science (particularly physics), technology, electronics, business, marketing and finance. The scheme provides industry-led training, mentoring, and the chance to gain the Industrial Cadets Platinum Award, with King Charles III as its patron. Placements last 12 months and are open to students with the Right to Work in the UK, usually taken after Year 13. Students can find out more and apply via the EDT website below!

An online open day will be held on Wednesday 5th November 2025 from 4pm to 5pm via Teams, with registration available through the website and further dates listed if they cannot attend.

https://www.etrust.org.uk/programmes-platinum-placements?utm_medium=email&_hsenc=p2ANqtz-_uVhNDK_3vcXLHDEfXr0PiEcIn6wB7jzUpYfr26AtT3z0rBcdU9vfrx4hcqS_9K7d1drLkKvWzB96YOFiindVj45AjQ&_hsmi=118730924&utm_content=118730924&utm_source=hs_email
https://us06web.zoom.us/webinar/register/WN_wlUKhT8ThyIJOJlstdJ3w?utm_medium=email&_hsenc=p2ANqtz--WqtxTbamKjIPfU2a-uHSSd_v3CDqrlfkok6dGdAPw0LQ4pa56jPrZ15B6wucdDBTGtIZOos4EAoUnoZKG7-1WDNF19w&_hsmi=118730924&utm_content=118730924&utm_source=hs_email#/registration



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Virtual Work Experience in High Court Law

The Browne Jacobson Law Virtual Work Experience will take place on Tuesday 28th October 2025 from 9.00am to 4.15pm and is open to all school, college and university students interested in a legal career.

This free event will feature an outstanding line-up of speakers including Barbara Mills KC, Chair of The Bar Council and Deputy High Court Judge, Caroline Green, Senior Partner at Browne Jacobson, Ellie Reeves MP, Solicitor General for England and Wales, and Mark Evans, President of the Law Society, alongside many other leading legal professionals. Students will gain insights into careers as solicitors, barristers and in-house lawyers, as well as practical advice on applications, interviews, assessment centres, and the Solicitors Qualifying Examination.

The event will also launch Browne Jacobson's new Barrister Apprenticeship programme and offer sessions on personal branding, diversity in law and career development.

All attendees will receive a certificate of completion to support CVs, job or university applications.

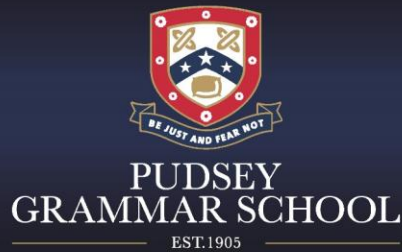
Registration is now open via:

<https://www.surveymonkey.com/r/BrowneJacobson-VWEX-2025>

Careers in Cyber and Intelligence Insight Evening

Students aged 16–19 with an interest in STEM and cyber security are invited to the National Cyber Force Student and Parent Virtual Insight Evening on Wednesday 5th November 2025 from 4.30pm to 6.30pm. This online event is aimed at Year 12 and 13 students who want to learn more about UK Government careers in STEM and cyber, including roles within the National Cyber Force (NCF), how to apply to intelligence agencies, and the vetting process. Parents and guardians are also welcome to attend. The NCF offers a wide range of careers, from technical roles such as software developers and engineers, to intelligence analysts, operations planners, and non-technical positions in areas like policy, HR, finance, and linguistics. During the session, attendees will learn about the purpose of the NCF, who works there, where they are based, and how to get involved in work that helps keep the country safe. The event will conclude with a Q&A session and information on next steps. Students can register for this event by clicking the link below, and there are only 100 spaces available, with priority given to early applicants.

<https://uptree.co/events/national-cyber-force/1204444563/>



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Solicitor, Paralegal or Business Services Apprenticeships Vacancies

International law firm, Addleshaw Goddard has opened applications for several opportunities, including level 4- to degree apprenticeships, vacation schemes, virtual open days, and training contracts. Headquartered in London but with offices in Leeds, Addleshaw Goddard is a full-service international firm with over 250 years of experience, advising more than 5,000 leading organisations in over 100 countries and across 50 areas of business law. The firm works with clients such as GlaxoSmithKline, HSBC, SSE, and British Land, and is recognised for its focus on quality, imagination, and impact.

Addleshaw Goddard offers a supportive and inclusive culture where individuals can develop and achieve their full potential while contributing to work that has a global impact. Applications for Easter and Summer vacation schemes and the Office of the General Counsel training contract opened on the 1st October 2025 and will close at midday on the 6th January 2026.

Applications for the virtual open day also opened on the 1st October 2025 and close at midday on the 10th February 2026.

Sixth form leavers are encouraged to apply for apprenticeships vacancies, which typically require three C grades at A level or the equivalent in UCAS points.

<https://earlycareers.addleshawgoddard.com/careers/apprenticeships/>
<https://earlycareers.addleshawgoddard.com/careers/>
<https://earlycareers.addleshawgoddard.com/apply/>

Have a great weekend.

Mrs Smith
Assistant Director of Sixth Form

Miss Robinson
Careers and Enrichment Lead

Miss Hart
Attendance and Pastoral Support

Mrs Scott
Supervised Study Co-Ordinator