



**PARENT & CARER
WEEKLY BULLETIN**
Friday 7th November 2025

HEADTEACHER'S MESSAGE

I am sure you may have watched the Netflix series, *Adolescence*, which came out earlier this year and covered the themes of the impact of social media, online misogyny, and "incele" culture on young people, alongside mental health struggles and family dynamics. It was a disturbing but outstanding piece of drama.

Stephen Graham is launching a new initiative for fathers to connect with their sons. Stephen Graham and Orly Klein explain this succinctly and with passion in this two-minute YouTube video. Please click this link for more details and hopefully some of the fathers of our boys may want to get involved: https://youtu.be/cwGALiGwa_U

Mark McKelvie
Headteacher

GENERAL NOTICES

Public Consultation on 2027/28 Leeds Admissions policy

Leeds City Council is running a public consultation on their 2027/28 Admission policy for Leeds Community and Voluntary Controlled Schools. As we use their Admissions policy, they have asked the school to share the link to the consultation document with our parents/carers. You can share your views until the 1st December. Find out more at;

<http://www.leeds.gov.uk/SchoolAdmissionsConsultations>

Mr Tierney
Deputy Headteacher

Student Medical Information

We're writing to remind you of the importance of keeping your child's medical records up to date with the school. Having accurate, current medical information helps us provide the best possible care and support for your child, particularly during school trips, emergencies, and day-to-day activities.

Please ensure we have:

- Up-to-date medical information about your child's health conditions
- Current medication details if your child requires medication during the school day



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- At least two emergency contact numbers so we can reach a responsible adult quickly if needed
- Information about any changes to your child's medical needs as soon as they occur.

We treat all medical information as sensitive personal data and keep it safe in accordance with data protection law.

Please check the medical information that we have for your child/ren in Arbor. You can do this by logging into Arbor and going to your child's profile. If using the App, please tap on the 3 horizontal lines in the bottom left, then select 'profile'. If using the web version, click on the green 'View Student Profile' bar on the left-hand side then scroll down until you reach the 'Medical' section. You can then add any information relating to your child's medical needs such as allergies or medical conditions that may affect their attendance at school due to regular hospital visits/checkups etc.

Thank you for your cooperation in helping us keep your child safe and well-supported at school

Mrs Byrne
Director of Operations

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/>

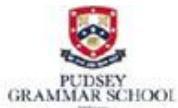
To report a student absence please email attendance@pudseygrammar.co.uk or telephone 0113 3869122. Absences can also be recorded by using the Arbor app.



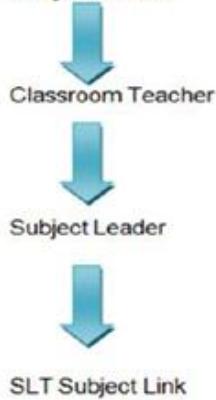
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The school's Home/School Communications Policy can be found by clicking on the link - <https://www.pudseygrammar.co.uk/key-information/school-policies/>

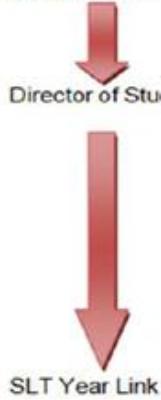
Lines of communication



Subject matter



More than 1 subject



Pastoral matter



Ms Frost
PA to the Headteacher

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>

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=1pUQC3oKhvNF2crmHYkacDrfEA1XEHfSq>

Mrs Marsh
Lead First Aider



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Year 7

It has been great to welcome back Year 7 this week, and they have maintained their great start to the year. We hope they had a restful and enjoyable half term and are ready for another long half term in the build up to Christmas.

We still have lots of House competitions and extra-curricular activities that students can get involved in. As the weather is starting to change, we want to stress the importance of wearing appropriate layers for the worsening weather. Wearing a coat will help against the rain, cold and will make sure students are starting their days off right.

A reminder that next Friday is non-uniform day and payment can be made on Parentmail, all money raised will be shared between Children in Need and the local charity, the Pudsey Community Project.

From Monday 10th November 2025, we are excited to welcome the new Acting Year 7 Leader, Miss White, who will be covering the year group during Miss Birdsall's period of maternity leave until the end of the academic year. Miss White can be contacted at e.white@pudseygrammar.co.uk.

Mr Lucas
Year 7 Director of Studies

Mrs Swithenbank
Acting Year 7 Leader

YEAR 8

Welcome back to the new half term! We hope everyone had a restful break and are ready for a busy and exciting few weeks ahead as we move toward the end of the autumn term.

Equipment and uniform reminders

As we settle back into routines, please can we remind all students to come to school fully equipped and in the correct uniform each day.

Students should have:

- A black or blue pen, pencil, ruler, and eraser
- A red pen for reflection
- Their planner and reading book
- PE kit on relevant days



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Uniform should be worn in line with school policy — this includes black shoes, blazers, and ties worn correctly. Please also ensure that coats, hoodies or non-uniform jumpers are not worn in place of school jumpers or blazers.

Remembrance Day

This week, Year 8 students have been learning about the importance of Remembrance Day, reflecting on the sacrifices made by those who have served in the armed forces.

Poppies are available to purchase in school throughout the week, and we encourage students to make a small donation if they wish to wear one.

We are proud of how well Year 8 have returned this week — their positive attitude and enthusiasm for learning are fantastic to see.

Mrs Mitchell
Year 8 Director of Studies

Mrs Swithenbank
Year 8 Leader

YEAR 9

I hope all our students had a restful and well-deserved break over the half term.

We began this week with a year group assembly where I spoke about Remembrance Day and its importance. As a mark of respect, students will be observing a one-minute silence in their Form groups. Unfortunately, due to the nature of our split break, this cannot take place at 11am, but we are still committed to honouring the moment appropriately.

Following this, Mrs Burgum addressed the students regarding the upcoming Assessment Week. She outlined the expectations and the importance of these assessments, particularly for Year 9, as teaching staff will be inputting data in December. Students will be sitting assessments in each of their subjects, and teachers will be informing them of the dates and content of these assessments. They will also be guiding students on how best to prepare, so we encourage you to support your child in organising their revision and managing their time effectively.

From Monday 10th November 2025, we are excited to welcome the new Acting Year 9 Leader, Mr Inman, who will be covering the year group until the end of the academic year. Mr Inman can be contacted at I.inman@pudseygrammar.co.uk.

Mrs Kaye
Year 9 Director of Studies

Mrs Williams
Acting Year 9 Leader



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YEAR 10

We are pleased to share that Year 10 have made a strong start to this half term. Their engagement in lessons and positive attitude has been commendable, and we're proud of the mature approach they are showing as they approach their first set of assessments.

Year 10 in-class assessment week begins on Monday 10th November. These assessments will consist of a mix of past paper-style questions. Details of topics on each subject assessment can be found on Arbor. They will be completed during normal lessons, providing valuable practice under exam-style conditions.

To support their success, please ensure that students come to school fully equipped each day with:

- Black pen
- Ruler
- Calculator
- Any subject-specific equipment
- Coloured overlay, if they normally use one

Thank you for your continued support in helping students feel prepared and confident.

Miss Legg
Year 10 Director of Studies

Mrs Green
Year 10 Leader

YEAR 11

November Trial Exams

❖ Revision Guides

Revision guides should be ready to collect from Monday, I will give students more details on how these will be collected during our assembly.

❖ Trial Exams

Trial exams for students begin next week, 17th November until 28th November. Morning exams will require students to arrive to school in good time so that they can get themselves organised before Form (8.20am-8.30am).



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Independent Revision

Students should be in full flow in terms of attending after school interventions, studying independently after school in the designated areas and topping up at home too. It is not too late to start, and revision should continue from now until the summer! Remember, little but often is the way to go! Below is a template for a more detailed revision timetable that could be used at home to strengthen revision routines:

<https://docs.google.com/document/d/1vcOXo3MehLb1jOcAHYW6JGNivfLO-Vmp/edit?usp=sharing&ouid=106011798100290961978&rtpof=true&sd=trueb>

Coping with Exams

See the link below from the NHS which has some handy advice on how to cope with exams
<https://www.nhs.uk/mental-health/children-and-young-adults/help-for-teenagers-young-adults-and-students/tips-on-preparing-for-exams/>

Revision Rewards

Please send a photo of good revision that is being completed at home for a chance for the student to receive a Cadbury's mini milk tray! It could be a set of flash cards that have been made, a revision wall, mind maps or anything else that should be celebrated! Please email me the student's name and a photo of their revision to s.syed@pudseygrammar.co.uk.

Well done to all of our students, we are incredibly proud of the progress students have made so far! Best of luck for the upcoming trial exams, use the next week to continue your preparations.

We would like to formally acknowledge that Miss Duffy is the Acting Year 11 Leader until Miss Exley returns to school. Miss Duffy can be contacted at e.duffy@pudseygrammar.co.uk.

Mr Syed
Year 11 Director of Studies

Miss Duffy
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

Friday 28th November - Training Day #3



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w/c Monday 1st December – Year 13 Trial Exam Week 1 (main hall)
w/c Monday 8th December - New York Trip

GCSE Resit Exams - Well Done!

We would like to take a moment to thank all students who have been involved in the GCSE resit exams this week. The exams have gone smoothly, and we are very proud of how well students have conducted themselves. Students have arrived promptly, approached the exams with maturity and demonstrated a focused and positive attitude throughout. Well done to everyone involved! Please note, the results for these exams will be published in January.

Year 12 Assessment Week

Monday 17th November marks the start of the first Year 12 Assessment Week. Assessments will take place in classrooms during students' timetabled lessons. Teaching staff will provide information about when each assessment will occur, expectations, and guidance on how best to prepare. This is an important opportunity for students to demonstrate their progress and identify areas for further development ahead of the spring term.

Year 13 Trial Exam Week

Monday 1st December marks the beginning of the Year 13 Trial Exam week, which will be held in the Main Hall. During this week, students will be on study leave and are only required to attend their scheduled exams or coursework sessions. All students should have received their individual exam timetables and be aware of when they are expected to attend. Teaching staff have shared detailed preparation advice, resources, and expectations, and additional support is being provided during Form time in the lead-up to the exams.

These trial exams are particularly important, as the results contribute to UCAS applications and employment references. Any student who has concerns or requires additional support is encouraged to speak with their Form Tutor or a member of the Sixth Form Team.

Year 12 Careers Appointments

Careers appointments for Year 12 students will begin next week. These sessions will be delivered by our Careers Advisor, Ms Parveen, and appointments will appear on Arbor once scheduled. If your child does not yet have an appointment showing, please do not worry – we are working through each Year 12 Form group, starting with 12AGWN. Appointments will be added to Arbor the week before each session, and Form tutors will be notified once appointments are live. You will also receive reminder emails in the week prior to your child's appointment. Any missed appointments will be followed up once all Form groups have been booked in. If you have any questions, please contact our Careers Manager, Miss Robinson at n.robinson@pudseygrammar.co.uk or Ms Parveen directly at careers@pudseygrammar.co.uk. Thank you for your continued support.



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Year 12 Work Experience Week

A reminder that Year 12 Work Experience Week will take place at the end of the academic year (Monday 13th – Friday 17th July 2026). Students are encouraged to speak to their Form tutor or visit the Careers Office for support on how to find and secure a suitable work experience placement. Once a placement has been confirmed, it is important that we are notified so the necessary paperwork can be completed to ensure the placement is fully insured to host your child. All work experience paperwork is completed on Unifrog under the Work Placements section. Students can contact their Form tutor or the Careers Office for help completing this process.

REMINDER Year 13 New York Parent Meeting: 13th November

Parents and carers of Year 13 students attending the New York trip this December are invited to a Parent Information Meeting on Thursday 13th November, from 5.30pm–6.30pm. During the session, Mr Hodge (Trip Lead) will share slides outlining the itinerary, key details, and important information to note before the visit. Doors open: 5.15pm, If you are unable to attend, please let us know — all information will be shared with you after the event.

We are excited to welcome Miss Mathie to the Sixth Form Team. From 14th November, Miss Mathie will be taking over responsibilities from Miss Hart as she commences her maternity leave. Miss Mathie can be contacted at e.mathie@pudseygrammar.co.uk.

Mrs Smith
Assistant Director of Sixth Form

Miss Robinson
Careers and Progression Manager

Miss Hart/Miss Mathie
Attendance and Pastoral Support

Mrs Scott
Supervised Study Co-Ordinator