



**PARENT & CARER
WEEKLY BULLETIN
Friday 14th November 2025**

HEADTEACHER'S MESSAGE

As you know this year marks the school's 120th anniversary. It is also a very special year as we have opened our first on-site inclusion base. This is purpose built to support a small number of students who are finding the main school site and curriculum challenging. The building has three classrooms, three counselling/support rooms and large office, toilets and kitchen facilities. I am delighted to say that staff and students moved into the new building earlier this week. It is exciting to be expanding the facilities and support we can provide for our students. The new provision is called Future Foundations, and its logo is shown below:



EST 2025

Thank you to everyone who has already paid for today's non-uniform day. All the money raised is split between BBC Children in Need and Pudsey Community Project so please give generously to these excellent causes.

**Mark McKelvie
Headteacher**



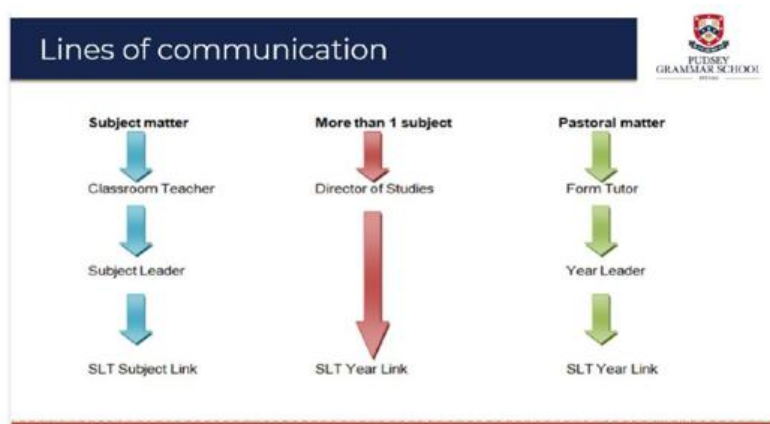
GENERAL NOTICES

Website update: Contact and FAQ section

We are pleased to let you know that we have updated the Contact section of our school website. You will now find clear guidance on the best ways to get in touch with us, along with a brand-new Frequently Asked Questions section.

Before sending an email or making a call, we encourage you to check the updated Contact page – it may save you time and help you find the answer you need more quickly. Visit the updated Contact section here – <https://www.pudseygrammar.co.uk/contact/>.

Below is a diagram outlining who you should contact if you have an enquiry. As a reminder, we aim to respond to all enquiries within 48 hours.



Ms Frost
PA to the Headteacher

Training Day 3 – Friday 28th November 2025

A reminder that the next Training Day will take place on Friday 28th November 2025 and the school will be closed to students. The school will re-open at the normal time on Monday 1st December 2025.

Ms Frost
PA to the Headteacher



Parent Governor Elections

Parent governors play a vital role in shaping the direction of our school. Your vote is therefore important in electing a new parent governor. Below is a link to the candidate statements and the election form.

[Pudsey Grammar School - Parent Governor Elections – Fill out form](#)

The deadline to submit your vote is Friday 28th November 2025.

Thank you to all candidates who have expressed their interest in the parent governor role and to you for taking part and helping to support our school community.

Ms Frost
PA to the Headteacher

Accessible parking bays

A gentle reminder that our accessible parking bays are reserved for Blue Badge holders, including during drop-off and collection times. This helps ensure that there is always space available for visitors and staff who require access to these bays.

Thank you for your understanding and co-operation in helping us to keep our school site accessible to everyone.

Ms Frost
PA to the Headteacher

History Club

We are delighted to invite students to join our History Club, running every Tuesday of Week A from 3.00pm–4.00pm in Room 114. The club offers an exciting opportunity for students to discover the past, develop their curiosity, and build key skills such as critical thinking, debate, and teamwork through engaging discussions and interactive activities.

This half-term, our theme will be the rise and expansion of the Spanish Empire and its role in colonisation, giving students the chance to explore how global history shaped the modern world. Participation in History Club not only broadens historical knowledge but also strengthens analytical and communication skills that support success across subjects. It is also a great way to meet like-minded peers and nurture a genuine love of learning.



If you would like further details, please feel free to contact Mr Alderson, Subject Leader of History, at the school via email at r.alderson@pudseygrammar.co.uk.

Mr Alderson
Subject Leader of History

YEAR 7

New Year Leader

We are delighted to have Miss White join us as our new Year Leader while Miss Birdsall is on her maternity leave. She will be taking on the role fully so please direct any emails concerning pastoral matters to e.white@pudseygrammar.co.uk.

Weather

We have had some awful weather this past week and it looks like it's starting to become cold next week. I really want to stress the importance of coming into school in suitable clothes to make sure students start the day off well.

Mr Lucas
Year 7 Director of Studies

Miss White
Year 7 Leader

YEAR 8

As the weather turns colder, and wetter, please make sure your child comes to school with a suitable coat each day. We are still seeing quite a few students arriving without one. It's important they start the day dry and comfortable as this week a lot of students came in very wet!

This week we have been supporting Children in Need by holding a non-uniform day, with a suggested donation of £1. All funds raised will go towards this wonderful cause that helps children across the UK.

This week is also Anti-Bullying Week. In assemblies and tutor sessions, students are learning about kindness, empathy, and standing up for others. We encourage you to continue these conversations at home — even small acts of kindness can make a big difference.

Mrs Mitchell
Year 8 Director of Studies

Mrs Swithenbank
Year 8 Leader



YEAR 9

This week in assembly I spoke to students about Anti-Bullying Week, which runs from 10th–14th November and is led by the Anti-Bullying Alliance. The theme this year is “Power for Good”, encouraging everyone to use their influence to promote kindness and respect. Anti-Bullying Week is a national campaign involving thousands of schools and millions of young people, aiming to raise awareness about bullying both online and face to face and how we can work together to prevent it. We encourage families to continue these conversations at home about kindness and what to do if bullying happens. For more information and helpful resources, please visit the Anti-Bullying Alliance website - <https://anti-bullyingalliance.org.uk/>.

Mrs Kaye
Year 9 Director of Studies

Mr Inman
Year 9 Leader

YEAR 10

Assessment Week has now concluded. Year 10 have been very mature and focused throughout the week. The results from these assessments will be reflected in their upcoming reports which will be distributed in December.

In the coming weeks, students will receive detailed feedback from their teachers. We encourage you to discuss this feedback with your child and support them in reflecting on what has gone well, as well as identifying areas for improvement. This is an important point in the year for students to take ownership of their learning and use feedback to guide their next steps.

As we are now nearly 11 weeks into Year 10, timetable changes are no longer possible, particularly in option subjects. At this stage, it's important for students to show resilience and understand that a challenging start does not mean they can't succeed. There is still plenty of time to improve through consistent effort, engagement in lessons, and seeking support when needed. Working hard now will help build confidence and stronger outcomes later in the course.

Miss Legg
Year 10 Director of Studies

Mrs Green
Year 10 Leader



YEAR 11

Trial Exams

It has been a pleasure to see so many Year 11 students attending interventions, working in the independent study areas and within department areas after school. I have been encouraged by the countless conversations about revision taking place in various ways at home too.

Equipment

Please support students with their organisation including scientific calculators, a transparent pencil case and plenty of black pens and pencils.

Arbor

Students will be able to see their exams, times, seating plans etc on their Arbor account. It would be a great idea to check through these in advance so that students are confident of where they need to be on the mornings and/or afternoons.

Revision timetable

Students were reminded that trial exams are a milestone in their Year 11 journey and that revision should be a habit that continues all the way to the summer exams. Please feel free to use and discuss a revision time using the template below to support and reach out to Form tutors for further advice or if you'd like to share any plans you have made.

https://docs.google.com/document/d/1EYA9_vgg8PHidkT-Eu9Mbkd6r2W-nQKp6AbvKh2fNg4/edit?usp=sharing

Photos of revision

As previously mentioned, please send a photo of an example of good revision taking place at home for a chance for the student to win a Cadbury's mini milk tray (I'll encourage them to share!). This could be photos of revision cards, mind maps, past papers, revision walls and anything else that the student has been doing to support their preparations for these exams. Email me directly with the student's name and a photo of their work - s.syed@pudseygrammar.co.uk.

Best of luck for the next two weeks to all our students!

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

Year 12 Assessment Week – REMINDER

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 – REMINDER

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.

Apprenticeship Search & Apply Workshop

Coming up next week, on Tuesday 18th November, we are hosting the West Yorkshire Apprenticeship Service in the Main Hall. This will be a Search and Apply Workshop where students will be able to use Chromebooks and receive guidance from both myself and apprenticeship professionals to search and apply for apprenticeship opportunities. This workshop is primarily aimed at Year 13, as Year 12 students can only apply for post-18 apprenticeships once they enter Year 13. However, Year 12 students are welcome to attend if



they would like to learn more about the application process and gain early experience. Students can secure their space via the Careers Classroom, filling out the "Upcoming Workshops Google form".

UCAS Applications – Key Information for Year 13 Students

Students planning to apply to university should now be progressing with their UCAS applications. Students should currently be meeting with their Form Tutor to review their personal statement and application.

Important Deadlines

The official UCAS deadline is Wednesday 14th January. We strongly recommend submitting applications before Christmas, aiming for Friday 5th December. Our dedicated team of Year 13 tutors are ready to support students through this process. It is vital that applications are submitted on time to avoid delays. If you have any questions, please speak to a member of the Sixth Form Team.

Year 12 Work Experience Reminder

Support for securing work experience placements for the week of 13th–18th July 2026 can be found on the Careers Classroom, which all students can access. Students are encouraged to speak with their Form Tutors for further support in finding and confirming placements. They can also visit the Careers Office for additional guidance and assistance throughout the process. Thank you for encouraging your child to take an active role in arranging their work experience.

Staff Update

We would like to share that Miss Hart begins her maternity leave today, and we send our warmest wishes as she embarks on this exciting new chapter of family life.

In her absence, Miss Mathie will be overseeing our Year 12 and Year 13 students, and we are delighted to welcome her to the team. For any queries, please contact Miss Mathie 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