PARENT & CARER WEEKLY BULLETIN
Friday 5th December 2025

HEADTEACHER'S MESSAGE

As we move into the final two weeks before Christmas, I thought it would be a good opportunity to highlight the events taking place in the next two weeks. On Monday 40 Year 13 students will fly out to New York City for a cultural trip of a lifetime. On Thursday we have our Night of Stage and Screen Music Performance which I know the students have been working extremely hard for. In the final week we have various Christmas celebration assemblies taking place and on the last day we have our annual non-uniform Christmas jumper fundraiser for Save The Children and Pudsey Community Project. The school will be closing at lunchtime on Friday 19th December 2025 at 12.00pm - please see this bulletin for the details of this.

It is important that all students maintain good attendance throughout these final two weeks as teaching will continue and it's important they keep going with their studies until the end of what is a long term.

Mark McKelvie
Headteacher

GENERAL NOTICES

End of term arrangements

The school will close on Friday 19th December 2025 at 12.00pm. For students who are entitled to receive a free school meal, a grab bag will be available for them on the Street as they leave the building.

The school will re-open on Monday 5th January 2026 at the normal time.

Ms Frost
PA to the Headteacher

Results of the Parent Governor Election

Thank you to parents and carers who took the time to vote in the parent governor elections. I am delighted to announce that Alison Sawyer has been voted in as the new parent governor. I am also pleased to welcome Elizabeth Petty who has been appointed as a co-opted governor. Their experience, enthusiasm and commitment to our school community will be invaluable as we work closely with them to ensure every child is supported to thrive, learn and succeed.

Ms Frost
PA to the Headtecher

Christmas Jumper Day

On Friday 19th December we will be holding our annual Christmas Jumper day. This will be a non-uniform day in school. Please make your £1 donation via Parentmail. Proceeds will be split between Save the Children and Pudsey Community Project. On this day students are encouraged to wear a festive jumper or t-shirt to celebrate the end of term.

Mr Sammons
Assistant Headteacher

A Night of Stage and Screen

On Thursday 11th December from 6pm, we will be hosting 'A Night of Stage and Screen.' This event will showcase the wonderful talent that we have right here in our school community. Students have chosen pieces from cinema and theatre to perform, and the performances consist of dancing, acting and singing.

It would be great to have as many people as possible coming along to support the students in this event. You can purchase your tickets here: https://www.ticketsource.co.uk/pgs.

Please note that parking on the night will be limited in the main car park. We do ask therefore that you are considerate of the residents in the surrounding area when parking for the event. Parking for Blue badge holders will be available in the main car park for those who need it.

Thank you in advance for your support on this. We are really looking forward to welcoming you to our 'Night of Stage and screen'.

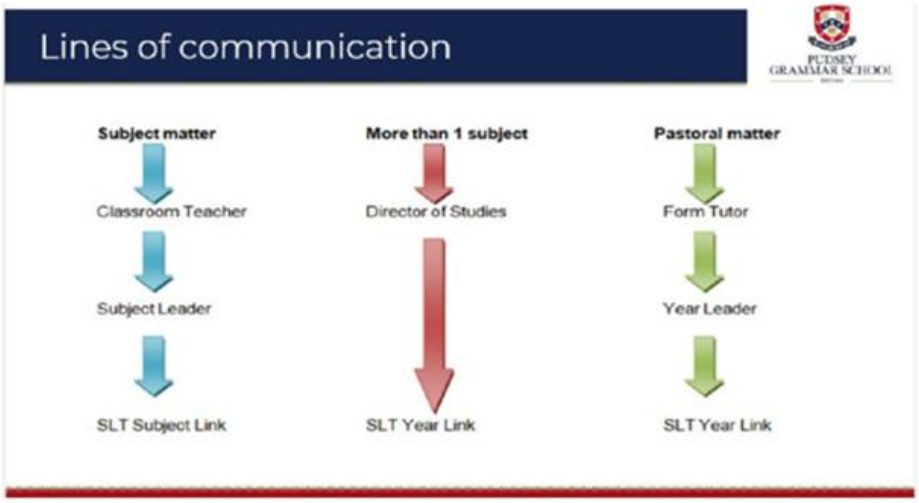
Miss Bosher
Teacher of Performing Arts

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

Parentmail Purchases
From Monday 15th December, Knowledge Organisers, Student Planners and Ties, when purchased on Parentmail will need to be collected by students from the Student Reception at the Main Office. Locker keys will still be collected from the Finance Office.

Miss Powell
Office Supervisor

YEAR 7

We are now into the last couple of weeks, and Year 7 have kept up their excellent effort throughout the term. Their general attitude, uniform and effort have been brilliant. Keep up the great work Year 7!

Sporting Success
We have had some excellent sporting success over the last couple of weeks. Firstly, the girls' team had an outstanding success with 4 wins and a draw in a tournament at Priesthorpe last week. This week we hosted indoor athletics at school, and the combined girls and boys team won overall progressing to the next round. Well done to all who took part.

Mr Lucas
Year 7 Director of Studies

Miss White
Year 7 Leader

YEAR 8

Thank you once again for your continued support as we move through the second half of the autumn term. Following last week's update, I wanted to share a few further reminders and developments relating to Year 8.

Student Reports – Follow-Up
Students have now received their physical copies of the recent data reports, and electronic versions have been sent to all parents and carers. We hope you have found these useful in reviewing your child's progress so far this year.

If you have any questions after reading the report, please do refer to the accompanying letter, which contains helpful guidance and key contact details within school.

Seasonal Challenges in the Winter Term
As we move deeper into the winter months, it's common for students to face a few additional challenges. The colder weather, shorter days and increased tiredness can affect focus, motivation and general wellbeing. We often notice:

- **Lower energy levels** in the mornings, making punctuality and settling into lessons more difficult.
- **Greater likelihood of colds and minor illnesses**, which can disrupt routines.
- **Reduced outdoor time**, which can impact social interactions and overall mood.
- **Heavier workloads** as classes build momentum ahead of the Christmas break.

We continue to support students in school, but families can also help by encouraging good sleep routines, ensuring students are dressed appropriately for the weather, and checking in with them about how they are managing their workload. If you feel your child is finding the season particularly challenging, please do contact us so we can offer support.

Mrs Mitchell
Year 8 Director of Studies

Mrs Swithenbank
Year 8 Leader

YEAR 9

Monday
We were delighted to take 100 of our students to The Deep in Hull. It was a fantastic trip, and the students represented the school exceptionally well. A huge thank you to Miss Ingle for organising this memorable experience.

Wednesday
I delivered a virtual assembly on how to use the Arbor app to manage homework. Form tutors also went through the slides with students. A parental letter with further details will be sent to you shortly.

Thursday
All Year 9 teachers have now entered grades into Arbor. This means Year 9 reports will be sent out soon.

Reminder
As temperatures drop and wet weather sets in, we've noticed that some students are still coming to school without coats. Please encourage your child to wear a warm, waterproof coat to ensure they stay comfortable and healthy during the winter months.

Mrs Kaye
Year 9 Director of Studies

Mr Inman
Year 9 Leader

YEAR 10

Form tutors and teaching staff are closely monitoring students' equipment in lessons. Unfortunately, many students are still arriving without the very basics, such as a pen, which often causes delays at the start of lessons. We kindly ask for your support by checking and re-stocking pencil cases over the weekend to ensure your child is fully prepared for learning.

On a positive note, it has been a real pleasure for the Year 10 team to make phone calls home celebrating students with excellent attitudes to learning and strong attendance. There are many young people who consistently get it right and try their best, and we have greatly enjoyed sharing this good news with parents and carers.

Miss Legg
Year 10 Director of Studies

Mrs Green
Year 10 Leader

YEAR 11

As we approach the Christmas break, I wanted to take a moment to acknowledge just how well our Year 11 students have been doing. Their hard work, focus, and determination are really shining through, and we are incredibly proud of the progress they are making. In these final weeks of term, it's especially important that students continue with their revision at home and maintain strong attendance in school. Every lesson counts and keeping momentum now will make a real difference as we move into the new year. Thank you for your continued support—it truly helps our students to thrive. If you have any questions or concerns, please don't hesitate to get in touch.

This week, every Year 11 student took part in meetings to discuss their next steps. I'm so proud to hear how well these meetings went from the many staff who were involved in the conversations.

We would encourage students to continue conversations about their next steps at home, with their class/form teachers as well as myself.

Please be aware that after school interventions are still taking place with their teachers and students are encouraged to attend these to get a boost in their subject areas. Students are welcome to speak with their class teachers in other areas to seek support. This all counts towards their revision and means that there is less demand on independent revision at home.

Interventions:
📌 Tuesday – English
📌 Wednesday – Maths
📌 Thursday – Science

Mr Syed
Year 11 Director of Studies

Miss Duffy
Year 11 Leader

SIXTH FORM

Thank You & Well Done!
A huge thank you to our Year 13 students for their exemplary conduct during the recent trial exam week. Students were punctual and demonstrated outstanding behaviour throughout. Well done also to all students who attended the additional coursework sessions – your commitment is greatly appreciated.

UCAS Support – Drop-In Sessions
We are keen to offer as much support as possible with students' next steps. Currently, the focus is on those applying to university. UCAS drop-in sessions will be held next week on Tuesday 9th, Wednesday 10th and Thursday 11th December between 3.00pm–4.30pm in the Post 16 Library Area. Please come along if you need any support with your application.

Student Communication
Please encourage your child to regularly check Arbor, their emails, and the Year 12/Year 13 Google Classrooms. We send and post lots of important messages daily for students, and it is vital that they are checking these platforms. They should also be checking the Careers Google Classroom, where Miss Robinson posts exciting opportunities for all students.

Year 12 and Year 13 Student Absence
A reminder that a report of absence (illness) must be submitted by parents/carers to be recorded on Arbor. This can be sent by an email to either…

Sixth Form Team (Miss Mathie) sixthform@pudseygrammar.co.uk

Attendance Team attendance@pudseygrammar.co.uk

We are unable to authorise absence (illness) submitted by students. If a student becomes unwell throughout the day, they must speak to Miss Mathie before they leave the school premises. Students can continue to arrange an absence for pre-arranged appointments if they can provide evidence (letter/email/screenshot) to Miss Mathie.

Thank you for your understanding and support.

Leeds Direct Apprenticeship Recruitment Fair: Wednesday 11th February 2026
While we do not run this event as a visit like we do for the UCAS Discovery Fair for Year 12 we would highly recommend to any Year 12 and Year 13 students considering apprenticeships to attend this event next year! This is an afterschool event at Leeds Direct and if you bring along copies of your CV, this is the perfect chance to network and secure a relationship with your dream employer!!

Students are invited to attend the Leeds Apprenticeship Recruitment Fair on Wednesday 11th February 2026 at the First Direct Arena in Leeds, with free tickets available for any time slot between 6.00pm and 7.00pm. This is one of the largest apprenticeship events in the region, featuring over 100 employers from a huge range of sectors, including business, construction, engineering, digital, creative design, accounting, health, law, education, finance, hospitality and many others. Students will be able to speak directly with employers, explore live apprenticeship vacancies, and learn about different pathways such as higher and degree apprenticeships. The event is open to everyone and is free to attend, offering a valuable opportunity to gather information, ask questions and find out what apprenticeships involve. Book your tickets now to avoid disappointment - https://www.universe.com/events/leeds-apprenticeship-fair-pre-event-information-webinar-for-visitors-tickets-SF4037

And finally… we hope the Year 13 students attending our trip to New York have a fantastic time next week. We can't wait to hear all about your adventures when you return!

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