



Dear Parent/Carer,

I would like to take the opportunity to welcome all students back for the new year and the next stage of their academic journey as they transition into Key Stage 4.

This letter will provide you with information about the support team we have available for your child in school. As a school, we value feedback from parents/carers highly. Therefore, we want to ensure you have a complete picture of where to source information and raise questions regarding your son/daughter's academic progress or pastoral care.

Points of Contact:

Key Stage 4 Phase Leader: Miss Rebecca French

As your son/daughter's Phase Leader, I can be the first point of contact for any questions, concerns or information you may require around their academic progress. In what will be a challenging yet certainly rewarding two years, I want you to be assured that we will do everything possible to ease the pressures and stresses of key stage 4. Please do not hesitate to get in touch with me as I'd like both yourself and your child to be as informed and prepared as possible in the build up to the GCSEs, and beyond.

Pastoral Officer Year 10: Miss Lynda Robertson

If you have any questions or concerns around your son/daughter's pastoral care, or any support you feel they might need from external agencies, please contact the relevant Pastoral Officer.

Form Tutor Details:

10T – Miss Ahmed
10E – Miss O'Gorman/ Mrs Maidens
10M – Miss Hall
10P – Miss Linsdell
10L – Miss Robinson
10R – Mr Moxon
10G – Miss Barker
10H – Miss Clark
10S – Mrs Barker

Contact Protocol

During school hours, staff need to prioritise supporting students and therefore we ask that you follow the below methods of parental communication with school.

If you need to contact us regarding an issue, please use the following methods, stating the name of the member of staff you wish to contact, and providing a brief description of the enquiry:

1. The Arbor app is monitored throughout the day so this should be your primary method of communication.
2. If this is unavailable, then you can email info@tmhs.rklt.co.uk
3. If you contact us via phone, it is not always guaranteed that someone will answer however you can use the main reception number (0113 390 0770) and leave a message either on the answer machine or with reception.

Temple Moor High School & Sixth Form Field End Grove, Selby Road, Leeds, West Yorkshire LS15 OPT

☎ 0113 390 0770 ✉ info@tmhs.rklt.co.uk 📘 TempleMoorHigh 📧 @TempleMoorHigh

www.tmhs.co.uk

Principal: Mr M West



Learning Trust Alliance Teacher Training Teaching School Hub

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Company number: 7523507. Registered office: Red Kite office, Pannal Ash Road, Harrogate, North Yorkshire HG2 9PH.
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We will acknowledge receipt of your message; however, please allow for up to 48 hours for the specific member of staff to respond to your enquiry. If your issue relates to an urgent safeguarding matter, then please make this clear in your communication with school as we will respond appropriately.

Planners

Your son/daughter has been provided with a planner that contains lots of important information, and I would advise that you take the time to go through this with them. Students' weekly and overall attendance will be recorded in this planner, as well as their weekly positive behaviour record. This will support our positive learning environments and allow you to track this at home, too. This information is also available to you via our 'Arbor app'.

Key Dates:

Throughout the year, we have some key events that will be taking place for students in year 10 that you should be aware of:

Report 1 – Friday 30th January

PPE (Pre-Public Examination) Week – Monday 16th March

Report 2 – Friday 1st May

Parents' Evening – Monday 22nd June

Attendance and Rewards:

At Temple Moor, we value students' progress and outcomes as we want to ensure every single student is provided with the best opportunities and life chances. This is only possible when students are in school, so good attendance is vital. Although separate communication around attendance and rewards will be sent out in due course, you can access this using the link below.

[Temple Moor High School & Sixth Form - Red Kite Learning Trust - Attendance](#)

We want to provide our students with the best school experience, and we will reward students throughout the year. Rewards vary from canteen vouchers, rewards assemblies, and trips, and we will continue to work hard to recognise student's successes.

I am looking forward to working with yourselves and the students over the coming academic year, supporting them to be successful not only at Temple Moor, but in their futures, too.

Yours Sincerely,
R. French
Miss Rebecca French
KS4 Phase Leader
Temple Moor High School

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