

Date: 17th December 2025

Dear Parents and Carers of Year 7,

I am writing to share an update with you regarding the Year 7 pastoral team as we move towards the end of the term.

Miss Jessop will be leaving TKS at the end of this term. We would like to thank her for the care and commitment she has shown to our Year 7 students and wish her every success in her new endeavours. At a senior level I will continue to oversee the Broadway Campus, and Mrs Clarke continues to oversee pastoral care for all year groups across Key Stage 3.

I would like to reassure you that the support around the Year 7 year team remains strong and consistent. Mr Routley continues in his role as Pastoral Head of Year and will remain the key lead for Year 7. In addition, Mrs Dunn remains an integral part of our transition team and has daily contact with Year 7 form groups, ensuring continuity of care and support for our students.

We are also pleased to introduce several new members of staff who will be joining the Year 7 team:

- Mr Taylor will be taking over form 7HHO
- Ms Leaff will be taking over form 7DWO
- Ms Faccin will be taking over form 7CWA

These colleagues are looking forward to working closely with the students and supporting them as they continue to settle and thrive in secondary school.

Finally, Miss Dean who already works closely on our transition process will be available to further support our youngest students as they develop confidence and independence at TKS and be a key senior leadership point of contact for Year 7 parents .

Thank you, as always, for your continued support. Please be assured that the wellbeing, progress and positive experience of our Year 7 students remain a key priority.

Yours faithfully,  
Mr Sadler  
Deputy Headteacher